



2002–2003 BUDGET

CITY OFFICIALS

City Council

Lois J. Giess (East District)

President

Gladys Santiago (At-Large)

Vice President

Brian F. Curran (At-Large)

Benjamin L. Douglas (Northeast District)

Nancy K. Griswold (At-Large)

Tim O. Mains (At-Large)

Wade S. Norwood (At-Large)

Robert J. Stevenson (Northwest District)

Tony M. Thompson (South District)

Mayor

William A. Johnson, Jr.

Deputy Mayor

Jeffrey T. Carlson

Bureau of Budget & Efficiency

William J. Ansbro

Deputy Budget Director

Budget Staff

Alan Bredekamp

Mary H. Kirkendale

Jean Missler

William M. Ouzer

Carmen Socorro Salomé

Donna Turner

Suzanne P. Warren

Hazel Washington

Annella Willson

BUDGET AT A GLANCE

BUDGET AT A GLANCE

	Budget <u>2001-02</u>	Budget <u>2002-03</u>	Dollar <u>Change</u>	Percent <u>Change</u>
BUDGET	\$343,442,000	\$348,796,300	\$5,354,300	1.56%
PROPERTY TAX LEVY (Before STAR)	\$136,832,400	\$142,402,200	\$5,569,800	4.07%
TYPICAL HOMESTEAD BURDEN*				
Property Tax	\$1,068.90	\$1,126.55	\$57.65	5.39%
Service Charges	<u>\$600.76</u>	<u>\$629.76</u>	<u>\$29.00</u>	4.83%
Subtotal	\$1,669.66	\$1,756.31	\$86.65	5.19%
Less savings from BASIC STAR**	<u>\$391.35</u>	<u>\$412.45</u>	<u>\$21.10</u>	5.39%
Total	\$1,278.31	\$1,343.86	\$65.55	5.13%
TYPICAL NON-HOMESTEAD BURDEN***				
Property Tax	\$9,720.71	\$10,089.57	\$368.86	3.79%
Local Works Charge	<u>\$505.50</u>	<u>\$505.50</u>	<u>\$0.00</u>	0.00%
Total	\$10,226.21	\$10,595.07	\$368.86	3.61%
PROPERTY TAX RATES (PER \$1,000)				
Homestead	\$19.47	\$20.52	\$1.05	5.39%
Non-Homestead	\$42.43	\$44.04	\$1.61	3.79%
TYPICAL HOMESTEAD SERVICE CHARGES				
Water	\$224.96	\$224.96	\$0.00	0.00%
Refuse	\$241.00	\$270.00	\$29.00	12.03%
Local Works	<u>\$134.80</u>	<u>\$134.80</u>	<u>\$0.00</u>	0.00%
	\$600.76	\$629.76	\$29.00	4.83%

*Based on a house assessed at \$54,900 with 40' front footage and using 80,000 gallons of water annually.

**Basic STAR Exemption is \$20,100 in 2002-03.

***Based on a business assessed at \$229,100 with 150' front footage.

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READER'S GUIDE

Budget Process

This budget is for the City's 2002-03 fiscal year, which begins on July 1, 2002 and closes on June 30, 2003. The process and content requirements of the annual budget are stipulated in Section 3–9 of the City Charter. Consistent with these requirements, the Mayor prepares a proposed budget. Detailed budget requests are made by each department, reviewed and analyzed by the Bureau of Budget and Efficiency, and approved by the Mayor.

The Mayor's proposed budget is considered by the City Council, and at least one public hearing is scheduled. The City Council may adopt the budget as proposed by the Mayor or may modify it. If the City Council's action on the budget contains no additions, the budget is adopted without further action. Reductions to the proposed budget do not require the approval of the Mayor. If City Council's action includes any additions, the budget must be presented to the Mayor by June 20. The Mayor may accept or reject any additions. If the Mayor accepts the additions, the budget is adopted without further action. If the Mayor rejects any additions, he must inform the City Council of the items rejected with his reasons and return the budget to the Council by June 25. The City Council may then reconsider the budget and, by June 30, may revise its actions in conformity with the Mayor's objections or may, upon a two-thirds vote, override the Mayor's objections. If City Council does not, by June 30, adopt a budget according to these procedures, the budget as submitted by the Mayor plus any City Council additions not objected to by the Mayor will be the budget for the ensuing year.

Scope of the Budget

The budget contains most of the ongoing operations of the City of Rochester. Certain programs are not included:

City School District. A summary of the proposed City School District budget is included (Tab 17). The complete text of the School budget is included in a separate document.

Federal Programs. The administrative costs and certain program expenses are included. However, most program expenditures from the Consolidated Plan, Law Enforcement Block Grant (LEBG), and Enterprise Community Zone (ECZ) are not included. Appropriations from these programs are made during the year.

Capital Programs. The budget includes two types of capital expenditures: Cash Capital, the direct outlay for capital purposes, and Debt Service, the repayment of principal and interest on previously authorized borrowing. Not included is the appropriation of the proceeds from note and bond sales that may occur during the year. These will be appropriated individually during the year, and their repayment will be included in future budgets as Debt Service. The Capital Improvement Program (CIP) section in the Budget document details all expected capital program expenditures for 2002-03, and each of the subsequent four years.

Trust and Agency Funds. On occasion, the City receives income that is to be used for restricted purposes. An example is the income in the Fund for the City's Future, which is restricted to the promotion of City tourism, living, and marketing. Such funds are not included in the budget; their use requires City Council appropriation during the year.

Budget Format - Organization

The budget is organized into five presentations:

1. The Mayor's Message
2. City Council Report (in Approved Budget only)
3. Summary (Tab 1)
4. Departmental Sections (Tabs 2-15)
5. Informational Sections (Tabs 16-17 & Index)

The departmental sections are indicated by white tabs with the name of each department.

Budget Format - Departmental Sections

Each departmental section contains a Department Summary that includes organization, program, and financial data relating to the total department. Major changes from the prior year are highlighted. In addition, for each major function within a department, there are three detailed presentations:

1. *Programs*, which provides information for each activity, including descriptions, performance indicators, and any program change from the prior year.
2. *Expenditures and Employee Years*, which contains current and historical expenditure and personnel data. The expenditure data are presented in two ways — by major object (or type) of expense and by activity.
3. *Personnel*, which includes a calculation of employee years and a detailed listing of all full time position titles and pay brackets. The employee year calculations on this page produce the totals listed on the Expenditure and Employee Year pages.

In the Undistributed Expenses (Tab 13), Contingency (Tab 14) and Capital (Tab 15) sections, no personnel data are provided, as no staff are assigned.

Within the title of most Activity sections of each departmental section will be found a caption that correlates to the Rochester 2010 - The Renaissance Plan campaign with which the activity is most closely aligned. (See p. x for a summary of the eleven campaigns.) Activities providing basic administrative infrastructure and certain other Activities are not allocated to campaigns.

Budget Format Year-to-Year Comparisons

The year-to-year comparison for each bureau or division calculates the increase or decrease in the budget and employee years for that unit. An analysis of the change in the budget is included. The total change is the sum of the change noted in each of six categories. The categories are:

1. *Salary and Wage Adjustment*, which accounts for all routine changes in personnel compensation. This includes contract settlements, step and merit advancements, upgrades and downgrades of positions, and turnover that replaces higher compensated employees with lower compensated ones within the same pay brackets.
2. *General Inflation*, which accounts for increases in the cost of goods and services attributed to inflation.
3. *Chargebacks*, which accounts for the year to year change in charges for services provided to the activity by other units of City government. These services are duplicating, postage, motor equipment fuel and service, telephone service, workers' compensation, water, refuse collection, and geographic information system.
4. *Vacancy Allowance*, which accounts for the year to year change in the assumption of the vacancy allowance. This allowance is the difference between the actual expenditure requirements for personnel and that required if all positions were filled at all times.
5. *Miscellaneous*, which accounts for minor changes not accounted for by any of the other categories.
6. *Major Change*, which accounts for significant budget variances. If there are any major changes, a narrative explanation follows immediately.

Program changes, if any, are detailed in the activity presentations.

Basis of Accounting

The accounting policies of the City of Rochester conform to generally accepted accounting principles. The basis of accounting is the modified accrual method, in which revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred, except principal and interest on long-term debt and pension liability, which are recorded when due. The exception to this basis is for the Enterprise Funds that are on an accrual basis, in which revenues are recognized when earned, and expenditures are recognized when incurred.

The accounts of the City are organized into various funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts.

Glossary

Activity The most basic level of presentation in the budget. Each major function is divided into activities, for which budgetary, personnel, and narrative information is provided.

Adopted Budget The annual operating budget plan for the upcoming fiscal year approved by City Council according to the City Charter.

Appropriation An authorization to expend funds for stated purposes.

Assessed Value The value assigned for property tax purposes to each property within the City. Rochester utilizes a full value system; thus, it is the objective to assess all property at 100 percent of full market value.

Assessed Value Tax Rate The amount of tax levied for each \$1,000 of assessed valuation.

Bond Anticipation Note A note that may be redeemed with the proceeds from the future sale of a serial bond. A note is a short term borrowing instrument, usually requiring repayment within one year of issuance.

Budget Amendment A formal action by the City Council to adjust the budget after adoption. These amendments generally take two forms: the transfer of an appropriation from one departmental budget to another, or the appropriation of new sources of revenue to support a new expense. A

budget amendment may, on occasion, reduce revenue and expense.

Capital Improvement Program (CIP)

The five-year spending plan for major improvements and construction projects. It provides detail by functional area, funding source, and year.

Cash Capital The direct outlay for capital items, most typically equipment purchases, street improvements, and building renovations. The Cash Capital appropriation is a direct outlay because the City does not borrow for these expenditures. The Cash Capital appropriation is contained in the Capital Expense Summary.

Chargeback A charge from one department to another for services rendered, e.g., telephone service.

Constitutional Debt Limit Limits on the amount of debt that a municipality can incur. Article VIII of the New York State Constitution imposes on Rochester a limit of 9 percent of the most recent five-year average of full valuation of taxable real estate for capital purposes.

Constitutional Tax Limit Limits on the amount of money that a municipality can raise through real estate taxes. Article VIII of the New York State Constitution imposes on Rochester a limit of 2 percent of the most recent five-year average of full valuation of taxable real estate.

Contingency A budgeted reserve fund for unforeseen or unmeasurable expenditures not otherwise budgeted.

Debt Service The repayment of debt, including interest payments and installments on the principal. The debt service appropriation is contained in the Capital Expense Summary.

Directly Applicable Revenue Revenues that are generated because of the efforts of an organizational unit for a given function.

Employee Benefits The direct expenditures, other than salary and wages, associated with employee compensation. In the budget, the employee benefit appropriations are included in the Undistributed Expense budget, but are allocated for information purposes to each major function. These include retirement, Social Security, medical and dental, workers' compensation, and life insurance benefits. All other employee compensation costs are included in the departmental budgets.

Employee Years An approximation of employee resources stated as an equivalent number of full time positions. Each full time position is counted as one employee year, while overtime hours and part time, temporary, and seasonal positions are approximated as partial employee years. The vacancy allowance (see below) is also stated as an equivalent number of full time positions, and is subtracted in approximating net employee years for an activity.

Enterprise Fund Enterprise funds are fiscal and accounting entities that account for certain services and programs that operate as separate businesses. Expenditures for these operations are supported by revenues generated by the activities (e.g., fees for service) or dedicated under law for those specific operations. This Budget includes the following Enterprise Funds: Water, War Memorial, Parking, Cemetery, Public Market, Refuse, and Local Works.

Fund A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, with related expenses and other obligations. The budget contains ten funds that are explained and accounted for in the Summary (Tab 1).

Fund Balance In fund accounting, Fund Balance equals Assets minus Liabilities.

General Fund The principal operating fund of the City, accounting for all financial resources not recorded in other funds.

Homestead One of two classifications of property owners authorized for property taxation under the New York State law applicable to Rochester. The Homestead class includes all one, two, and three family residential real property, including dwellings used in part for non-residential purposes but used primarily for residential purposes. The other classification is the Non-Homestead class.

Interfund Revenue Income generated through a transaction between or among funds. Interfund revenues are offset by expenses or obligations recorded in other funds.

Intrafund Credit A transaction between or among appropriations within the same fund. In this budget, intrafund credits reflect chargebacks for services. The costs of these services (motor equipment, telephones, etc.) are included in the unit providing the service, and also the unit receiving the service. To offset this double recording of cost, the service provider unit records a credit (or reduction of expense) when the service charge is processed.

Major Functions The subdivision of a departmental budget. Major functions are Bureaus, Divisions, Offices, or other organizational units.

Major Objects The basic types of expenses incurred by an organizational unit categorized as Personnel, Materials & Supplies, Services, and Other expenses.

Morin-Ryan The sales tax distribution formula, which took effect in 1985-86, divides the first three percent of the local share of the sales tax.

Non-Homestead One of two classifications of property owners authorized for property taxation under the New York State Law applicable to Rochester. The Non-Homestead class includes all properties other than one, two, and three family residential properties. The other classification is the Homestead class.

Overtime Employee Years See Employee Years.

Part Time, Temporary, Seasonal Used on the Personnel Summary page to show the approximation of Part Time, Temporary, and Seasonal employees in terms of Employee Years. Part Time employees work less than a regular work week schedule on a year round basis. Temporary employees work regular work week hours, but for a fixed duration (usually not to exceed eighteen months). Seasonal employees work at certain times during the year (e.g., during the Summer) on schedules determined by the nature of the jobs that they are performing.

Performance Indicator Measures of performance for the activities in which they are listed. Four types of measures are used: Demand, which measures the total need for a service, regardless of whether the need can be met within the activity's budget; Workload, which measures the response of the activity to the demand; Efficiency, which measures the workload response relative to available resources; and Results, which measure the impact of services provided. Because of measurement difficulties, not all activities contain indicators in all categories.

Property Tax Levy The total amount of property tax to be assessed on taxpayers. The property tax levy differs from property tax revenue in that the levy includes all amounts due, regardless of whether they are collected

Property Tax Rate The rate used to determine the property tax bill of individual taxpayers. The rate is expressed as a dollar amount to be charged for each \$1,000 of assessed property value. A separate tax rate is applied to each of two classes of property owners, Homestead and Non-Homestead

Property Tax Reserve The portion of the property tax levy that is estimated to be uncollected during the fiscal year and remains uncollected after sixty days from the close of the fiscal year.

Property Tax Revenue The amount of money raised by the property tax. Due to nonpayments, the actual collection is less than the total levy.

Proposed Budget The budget plan for the upcoming fiscal year recommended by the Mayor to City Council for its formal approval. The budget is "proposed" until it is formally "approved" by City Council.

Rochester 2010 - The Renaissance Plan (also R2010 or The Renaissance Plan)

The official comprehensive plan of the City of Rochester. This plan, the product of intensive input from thousands of City and area citizens, sets forth a ten-year agenda for the City. Founded upon the themes of Responsibility, Opportunity, and Community, the Plan consists of eleven campaigns addressing key areas of concern and opportunity (see p. x). Funding allocation decisions within this budget and the City's Capital Improvement Program are made to ensure consistency with and progress toward the goals and objectives of the eleven campaigns.

Sales Tax A tax as a percentage of most retail sales is levied by New York State and Monroe County. The City receives a portion of the proceeds under agreements with Monroe County.

Serial Bonds A long-term borrowing instrument that requires a series of repayments to be made over a multi-year period. The repayments made include principal installments and associated interest expense.

Special Fund Special funds are fiscal and accounting entities that state law restricts for specific purposes. This Budget includes the following Special Funds: Animal Control and Library.

STAR The New York State School Tax Relief Program providing homeowners relief from school property tax through two levels of exemptions. (See Summary, STAR section for details).

Vacancy Allowance The difference between actual expenditure requirements for personnel resources and that which would be required if all positions were filled at all times. The vacancy allowance accounts for position vacancies that occur as a result of routine employee turnover as well as those that may be deliberately maintained.

R2010 CAMPAIGNS

The Renaissance Plan is founded on three themes:

Responsibility — strengthening or community through citizen involvement and responsibility to serving the common good.

Opportunity — embracing creativity, inventiveness, and vision to provide economic stability, cultural resources, and social diversity.

Community — developing neighborhoods that are diverse, cooperative, and future-oriented to help improve the quality of life.

From these themes emerged eleven campaigns:

#1 – INVOLVED CITIZENS

Encouraging citizens to actively participate in shaping their community.

#2 – EDUCATIONAL EXCELLENCE

Providing progressive, safe public education with an emphasis on lifelong learning and workforce preparation.

#3 – HEALTH, SAFETY, & RESPONSIBILITY

Working with public health and safety organizations; encouraging citizens to improve the welfare of themselves and those around them.

#4 – ENVIRONMENTAL STEWARDSHIP

Protecting parks, landscapes, and wetlands for future generations, and encouraging sound environmental practices.

#5 – REGIONAL PARTNERSHIPS

Fostering an open exchange of ideas and resources among Rochester and other regional governments.

#6 – ECONOMIC VITALITY

Developing an environment in which business flourishes, jobs are plentiful, and technological innovation is encouraged.

#7 – QUALITY SERVICES

Making public services affordable, reliable, and accountable, and encouraging citizen self-sufficiency.

#8 – TOURISM DESTINATION

Expanding Rochester's wealth of tourism attractions and activities to increase visitorship and enhance our standard of living.

#9 – HEALTHY URBAN NEIGHBORHOODS

Developing unique, interconnected neighborhoods and a variety of housing choices in a "village-like" setting.

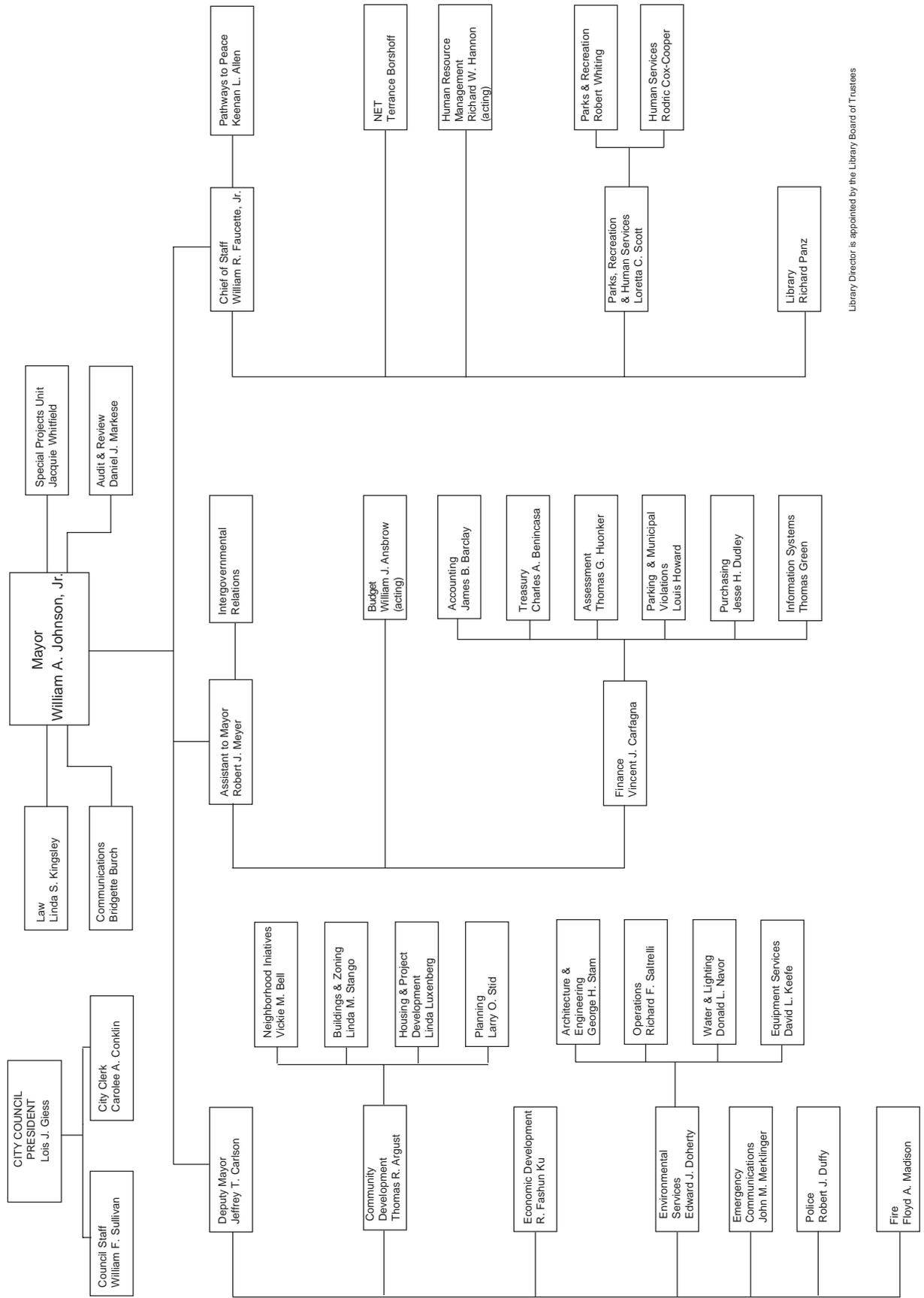
#10 – CENTER CITY

Transforming Rochester's downtown into a regional center city with safe and exciting entertainment, nightlife, cultural venues, housing, and restaurants.

#11 – ARTS & CULTURE

Expanding our cultural heritage so that Rochester becomes renowned as a world-class cultural center.

MANAGEMENT CHART



Library Director is appointed by the Library Board of Trustees



City of Rochester



FAX (585) 428-6059
TDD/Voice 232-3260

William A. Johnson, Jr.
Mayor

City Hall, Room 307-A
30 Church Street
Rochester, New York 14614-1284
(585) 428-7045

May 17, 2002

TO THE COUNCIL:

Ladies and Gentlemen:

Transmitted herewith is the 2002-03 budget estimate for the City of Rochester prepared in accordance with the City Charter requirements. The estimate of \$349,006,300 is \$5,564,300 or 1.6 % more than the 2001-02 amended budget of \$343,442,000. (You will recall that the budget originally approved for 2001-02 fiscal year was for the amount of \$349,771,700.)

A Mayor's annual budget message is, by its nature, a forward-focused presentation that proposes that which is to happen in the coming fiscal year. This message will meet that expectation, but it is necessary in this message to reflect briefly upon the past. Events of the 2001-02 year have had a lasting impact upon all of us, with significant implications for the 2002-03 budget.

Foremost is the craven, horrific assault by terrorists upon the United States. The events of September 11, 2001 will never be forgotten, nor should they be. Our state was particularly hard hit by this tragedy. I will refrain from attempting to expound upon the deeper, more meaningful implications of September 11th; words would probably fail me in any event. I will, however, note that it had a significant impact on Rochester's fiscal health. First, the process and priorities for the distribution of State aid were radically altered. Council will recall that last year's budget proposal included an estimate of State Aid \$4.2 Million in excess of that which the Governor had proposed for Rochester. I flagged that as somewhat risky. After September 11th, risk became certainty. We learned that we would not receive that incremental aid. "Business-as-usual" would have been unthinkable at that point, and I have no quarrel whatsoever with the State's decisions on this matter. Rochesterians voluntarily reached deep into their pockets and hearts to provide support to our Downstate friends; no less than that should have been expected of the City itself in that time of crisis.

Secondly, the attack had a deleterious effect on the State's economy that was reflected in consumer behavior and, ultimately, in sales tax revenues. It is true that the economy had been in difficulty prior to September 11th. The difficulty was prolonged, if not exacerbated, by that shock. We have experienced four consecutive quarters of decline in taxable sales for the first time in memory, and we determined that we would experience a sales tax revenue shortfall in 2001-02.



Closer to home, 2001-02 revealed the fiscal and managerial incompetence of the Rochester City School District. Efforts persist to attribute the District's problems to the aftereffects of September 11, 2001. Those doing so conveniently fail to explain the over-expenditure of \$21 Million in the year that ended on June 30, 2001, and the subsequent depletion of the District's fund balances. Those actions led to the discovery of myriad failures in the District. Just this past week, the School Board ousted its Superintendent and announced that it would refuse to act upon a school budget for Fiscal year 2002-03 in sufficient time for its inclusion in this budget that I am submitting to you. The ever-changing budget cuts, restorations, and schemes announced by the District make any informed commentary difficult.

In the minds of some, the City has been an antagonist of the District. While our words have at times been harsh, I retract none of them. I would suggest that our words and actions have been a necessary tonic - albeit a bitter one at times - that will begin the restoration of this City's now-ailing education system.

I challenge any person in this community to identify a more consistent supporter of the City's school district. From the "Call to Action" during my days at the Urban League, to maintaining the most generous contribution to a school district among the Upstate big cities as Mayor, this record is without equal. That which I am proposing for 2002-03 for the District is wholly consistent with that which has preceded it.

This past year has been traumatic, and the path forward is not clearly mapped out. However, elements in this recent history suggest that the City has the capability and resolve to move ahead even in a climate of uncertainty. As noted, we forecast shortfalls in both State Aid and sales tax revenues (relative to the 2001-02 levels initially approved by Council). We did not close our eyes to these realities and hope for the best. I proposed and you approved a series of budget amendments that reduced our revenue estimates to realistic levels. Concomitant with those actions, we eliminated or deferred expenditures so as to ensure that we were always in balance. We took steps to live within our means. We did not pretend that events beyond our control left us with nothing to control, with no means of responding. We took the steps that were necessary to handle that which had been thrown at us. Leadership requires that. I am pleased to have as partners this City Council, a body that understands and acts when the situation demands it. "Living within our means" is neither just a campaign slogan nor a simple-minded mantra. It is a fundamental truth which, if ignored, can only lead to chaos.

To the matter of the City's 2002-03 Fiscal Year budget:

I initially shared with you a forecast of a \$13.4 Million budget gap in the General Fund, and an all funds gap of \$17.6 Million. Largely driven by the circumstances described above, the General Fund gap forecast expanded to nearly \$25 Million by mid-year. The budget that I am herein recommending to you is balanced; the gap is zero.

Having received the Capital Improvement Program prior to this budget proposal, you are aware of some of the steps taken to achieve this balance. The reductions that have been made in the Cash Capital program are significant, although I am pleased that some restorative adjustments have been possible. These adjustments are detailed on Page 15-14 in the Capital section.



Departmental operations have also been substantially curtailed. Unlike prior years when it was possible to keep the cuts reasonably far away from our customers, we are ceasing a number of valued operations. These include the elimination of six sworn firefighting positions, Sunday hours at recreations centers, the Park Patrol, the EZ Rider Entertainment Shuttle, and Sunday branch library hours. The budget reduces Summer employment and youth training opportunities, care for our urban forest, animal control services, and weekday hours at branch libraries. These are but an illustrative handful of more than 90 reductions directly attributable to our financial condition. In total, budget constraint-driven cuts amount to almost \$5.4 Million.

On a net basis, the City's full-time workforce will be reduced by 51 positions. However, Civil Service technicalities, other position accounting practices, and a small number of new positions being added, mask the real impact of the personnel cutbacks; the actual reduction totals 80 positions. Fortunately, I do not forecast any out-the-door lay-offs of full time personnel. We were able to avoid layoffs by instituting a City-wide hiring freeze in October. We scrupulously managed that freeze, filling only essential positions. At one point, as many as 121 positions were frozen. Many of them have been eliminated in this budget. It made no sense to hire people in the winter, only to lay them off in the spring. Each department section provides detail on cuts proposed.

I assigned expense reduction targets to virtually all City departments as a means of achieving a balanced budget. Those not assigned targets are those whose expenditures are determined by Monroe County, i.e., the City's Emergency Communications Department (ECD), and the Central Division of the Public Library. Revenues provided by the County to the City largely support each of these functions. While the County Executive has yet to propose his FY 2003 budget, I have received ominous indications about funding ranging from flat-at-best to cuts as great as 20% for those operations. The wisdom or lack thereof of the County's "forever flat property tax" strategy is foreshadowed by the reductions shown herein for the Central Library and ECD. I must emphasize that neither of these operations can be or should be subsidized by the City. If the estimates of aid from Monroe County prove to be overly optimistic, I must propose commensurate additional reductions in expenditures and service levels for ECD and the Central Library.

Although it is not a City Department, the City School District was essentially assigned a target level, in the form of a reduced allocation of transferred funds. This \$1.2 Million reduction is proportionally in line with those expected of City departments, and the logic for the cut is compelling. While education is undeniably important, so too is fire suppression, police protection, quality of life enforcement, and the hundreds upon hundreds of other services that the City is charged with providing. Holding the District harmless could only be accomplished by even deeper cuts in municipal services. Moreover, public education has also enjoyed year after year of double digit rate increases in State Aid, a record that is the envy of every municipality in the State.

The District was advised of this cut in January, 2002. The recently reported decision of the Board to count upon a restoration of this cut is a sad and disturbing exercise of illogic, arrogance, or delusion - possibly of all three. The explanation that their decision is based upon the City Charter provision that calls for an allocation of \$127.3 Million (or \$1.2 Million more than I am recommending) belies the fact that the Charter can be amended - and has been on each of the prior occasions when I recommended increases in the District's allocation (occasions when the District did not hesitate to count upon those increases even though the Charter had not at that time been amended). A proposal from my office regarding the necessary change in the Charter is forthcoming. Another proposal (of which you are already aware) regarding the District and this budget is reiterated later in this message.



Fortunately, the commitment to duty and the expertise of the City's workforce once again revealed itself, with a budget that captures efficiency and productivity savings of over \$1.3 Million. Such savings result from enhanced planning and scheduling, harvesting investments in technology, and better day-to-day management of the vast array of task and functions performed by City employees. It is a testimony to the creativity and ability of our workforce that we are able, year after year, to generate such savings.

Performance needs to be rewarded, and included in this budget are funds for reasonable and affordable increases in wages and salaries for all employees. Unfortunately, the budget proposal is built around assumptions and uncertainty for many of them, as we are without contracts for, among others, our two largest bargaining units (Police Locust Club and AFSCME). The Locust Club contract is currently in binding arbitration, and I remind you that the award that is determined through that process will be beyond the control of both the Administration and the Council. We have done our part by providing evidence to the arbitrator of the City's dire fiscal situation.

The budget also accommodates increased health care expenses (up \$1.8 Million, based upon average rate increases of approximately 10%), an increase neither as great as in past years nor as great as initially forecast for FY 2002-03. Retirement costs increase almost \$2.9 Million (again, an increase not as great as that which had once been advised).

The gap could not be closed entirely by expense reductions, not without rending huge holes in the fabric of this community. In fact, provisions have been made for certain new efforts that I have determined to be critical to this community, most notably an allocation for a follow-up to the Drug Summit convened by Chief Duffy. The follow-up will not be another summit; the need for action is clear. The Administration is consulting with local and national experts on how best to proceed, and our efforts will be informed by data and best practices that have produced results elsewhere. The links between the drug trade and violent crime are clear. We cannot allow that infernal relationship to corrode our City any longer.

The budget cannot be balanced responsibly without increased revenues. Rather than make foolhardy, unrealistic assumptions about others bailing us out, I am recommending a near-\$5.6 Million increase in the property tax levy. As seems to be perpetually the case, this recommendation must be made even as property values decline (nearly \$5 Million or 0.2% for the Homestead class and \$13.8 Million or 0.7% for Non-Homestead) and even as the State-mandated "shift" increases the burden of the homeowners (by 1.0%, even though reducing it for businesses by 0.7%). The net result of the increase in the levy, the decline in assessed values, and the shift is a Homestead tax rate increase of 5.39% and a Non-Homestead rate increase of 4.10%. The typical homeowner will see an increase of \$57.65 in the annual City property tax billings; the typical business, a \$398.64 increase.

I am also recommending a 12% increase in the residential refuse rate and increases of 7.5% to 15% in parking garage rates. The refuse charge, which was last raised in 1992-93, will increase from \$241 to \$270 per year (\$29.00) for a single family residence. This increase will generate an additional \$1.6 Million for the Refuse Enterprise and will off-set expenditures associated with the initiation of a three-year capital program replacing curb-side toters, as well as other operating expense increases. Parking garage rate increases (last revised 1990-91) will vary by garage. Depending on price elasticity, this could generate as much as \$736,000 of additional revenue per year which is needed for capital renovations to the garages.



I am not recommending increases in either the Local Works Fund or the Water Fund rates. The good fortune we experienced during the past Winter allows us to meet FY 2002-03 Local Works operational needs with current rates and be prepared for any catastrophic or prolonged snow emergency. The long-term needs of the Water Fund could certainly justify a rate increase in FY 2002-03 and each and every year thereafter. However, I am heartened by the seriousness of the overtures from the Monroe County Water Authority about the possible purchase / merger of our systems. While the Authority's initial offer was inadequate, I do not wish to complicate matters by creating a "moving target." The City will continue to negotiate in good faith with the Authority.

As is customary, I have tallied the impacts of the property tax and refuse rate increases along with the unchanged Local Works and water charges in a "total burden" calculation of City taxes and fees applicable to the typical homeowner. From this exercise, one sees that City-imposed charges will be \$1,756.31 per year, an increase of \$86.65 or 5.19%, for the typical homeowner. Fortunately, New York State's STAR program continues to provide a benefit to resident homeowners, reducing this amount by \$21.10 for the typical Basic STAR participant.

The City is, of course, highly dependent upon revenue streams that are beyond its control. State Aid and sales tax are two notable ones (Monroe County as a funder having been commented upon previously). Once again I must propose to the Council an estimate of State Aid that has not been confirmed by the constitutionally required passage of a State budget in April. The best that can be said of this long-running Albany farce is that we have grown accustomed to it. Accordingly, I am recommending non-categorical State Aid in an amount equal to that recommended for Rochester by the Governor in his proposal to the legislature. Last year, of course, I recommended and you approved an estimate greater than the Governor's proposal. The time may come again when I would advocate such a risk, but my assessment of the current climate indicates that this would not be prudent.

Sales tax revenues are controlled by no one. They literally are a function of the market. If consumers purchase taxable goods and services in Monroe County, sales tax will be generated. If they do not, it will not. This budget cautiously assumes that the economy will rebound from its doldrums and from the shock of September 11th, and I have directed that the sales tax revenue estimate factor in an annualized growth rate of 1.5%. The Administration will, as always, rigorously monitor sales tax performance and advise the Council if mid-year adjustments are necessary. Clearly there is risk in the growth assumption, and the consequences are significant: A variance of one percentage point can result in a swing of approximately \$1.1 Million.

The economic rebound is not guaranteed, but I submit that it is a realistic assumption. Given that, I have refrained from extracting even more drastic cuts and directed that strategic reserves - so-called "rainy day funds" - be tapped to a greater degree than usual to balance this budget. In a majority of our Funds you will note substantial increases in recommended appropriations from fund balances and fund-specific Premium and Interest accounts. This is a bet upon a healthier economy in 2003-04 and beyond - reliance on reserves being a structural "crutch" that bridges us through 2002-03. These reserves are not self-replenishing, however, and if the sales tax does not rebound, we will have only forestalled the inevitable of even greater expense and service reductions and / or higher property taxes.

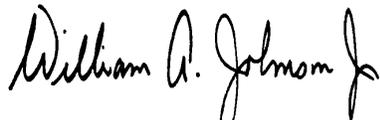


The City School District has been a major focus of this message. Commenting further is problematic, as the situation within the District is as fluid and volatile as any that I have confronted. That which is true as I sign this message may become "inoperative" by the time the copies are run and the budget books distributed. Nevertheless, I have, in addition to removing \$1.2 Million from the allocation to be transferred to the District, included an allocation of \$1.2 Million in the Undistributed portion of this proposal for the provision of services to the District by the City. I have also sent to the President of the Board of Education a proposal that the District enter into negotiations with me and with City Council to determine a mutually agreeable and appropriate use of these funds. My proposal is explicit on two points: I have been gravely disappointed with some decisions made by the District about the use of funds and in the execution of some of those decisions. Further, there are no circumstances under which I would agree to remit the funds to the District.

This may be one of the more stressful budgets of those that I have presented to the Council. My challenge in preparing it will be equaled by yours in reviewing and adopting it. However, neither of us should lose sight of the fact that amid controversy and cuts, a formidable array of quality services are still to be provided. Despite a difficult financial climate, the budget proposes some modest efforts to expand existing services or initiate new efforts. The vision of the Renaissance Plan is still being pursued. In fact, you will note captions throughout the document that relate specific activities, work items, and capital investments to one or more of the eleven campaigns in R-2010. Our progress may be slower than we would desire, but we cannot abandon the journey.

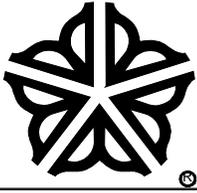
I encourage your typically thorough, responsible, and constructive review of this proposed budget. I seek your support for this budget, and I welcome the opportunity to discuss its specifics with you in the coming weeks.

Respectfully submitted,



William A. Johnson, Jr.
Mayor





City of Rochester

Rochester City Council

July 31, 2001

Lois J. Giess, President
Councilmember
East District

Gladys Santiago, Vice President
Councilmember-at-Large

Brian F. Curran
Councilmember-at-Large

Benjamin L. Douglas
Councilmember
Northeast District

Nancy K. Griswold
Councilmember-at-Large

Tim O. Mains
Councilmember-at-Large

Wade S. Norwood
Councilmember-at-Large

Robert J. Stevenson
Councilmember
Northwest District

Tony M. Thompson
Councilmember
South District

The Honorable William A. Johnson, Jr.
Mayor, City of Rochester
Room 307-A, City Hall
30 Church Street
Rochester, NY 14614

Dear Mayor Johnson:

Subsequent to our thorough review of the Proposed Budget for the City of Rochester for 2002-03, we herein present you with the comments and judgments of City Council about that document.

Overview

The Approved Budget of \$348,796,300 represents an increase of 1.56%, or \$5,354,300, above the 2001-02 Budget. The budget provides a 4.07% increase in the property tax levy and an increase of 12.03% in Refuse charges; Water and Local Works rates and remain unchanged. There was a loss of assessed value (\$13.1 million) that continues a long-term trend, and the annual New York State-mandated shift in the tax burden between the Non-Homestead and the Homestead classes moved in favor of the Non-Homestead class this year, increasing the Homestead burden by 1% and reducing the Non-Homestead by 0.7%. The net result was an increase of 5.39% in the total burden for the Homestead class and 3.79% in the total burden for the Non-Homestead class. When the impact of the STAR program is considered, the typical Homestead class property saw an increase of 5.13% in total burden.

In the aftermath of the tragic events of September 11, it was clear that NY State would not be in a position to increase aid to cities; in fact, some of the additional aid that was anticipated in the 2001-02 budget failed to materialize, resulting in mid-year adjustments and a hiring freeze that lasted through the last three quarters of the year. The combination of the loss of assessed value, the lingering effects of the economic downturn on sales tax receipts, and the lack of new revenues from the State made 2001-02 a particularly challenging budget year. To address the continuing effects of these problems in 2002-03, the Budget contains a mix of some staffing and program cuts and some revenue increases. The hiring freeze enabled the elimination of 51 positions with no need for layoffs. The reductions were spread across all departments, and will result in some real reductions in service to the public that are discussed below. In addition to the Refuse fee increase, significant increases were proposed for the City's parking garages; those fees were amended by Council as described below.

City Hall, Room 301-A, 30 Church Street, Rochester, New York 14614-1265, (716) 428-7538, FAX (716) 428-6347

EEO Employer/Handicapped



Review Process

City Council's review of the Proposed Budget for 2002-03 contained some significant changes from the process that has been in place for many years. The new approach tried to focus more on large policy questions rather than the budgetary details that so often became the focus of our hearings. The Economic Development & Government Efficiency Committee held hearings on the various departmental budgets of the City government and was joined by other appropriate City Council standing committees during the review of the particular departmental budgets for which those committees have oversight responsibility. Rather than individual hearing days for each department, an effort was made to group together hearings on departments whose missions were similar, and to treat the hearings more like work sessions. In addition, a special hearing was held to review implementation progress on the *Renaissance 2010 Plan*. Obtaining serious public input has been a problem for many years, and we have explored different forums to encourage that input. The special hearing was held away from City Hall, at the Gleason Auditorium, in an effort to reach out to the community for more such input. We will continue to seek creative ways to generate more citizen participation in the process.

Following the completion of the various departmental hearings, a formal public hearing was held on the proposed budgets of both the City and the City School District. After that, an additional meeting of the Economic Development & Government Efficiency Committee was held to consider proposed amendments that were submitted by Councilmembers. These amendments were debated and then seven of them were referred to the full Council for consideration at its meeting of June 18th. At that meeting, the amendments were voted upon, and the entire budget, as amended, was approved.

The Council continued the practice of holding one special budget hearing focusing on a single topic. For the past ten years, Council has chosen to highlight one special area relating to the budget for a more in-depth programmatic review. This year, the special meeting reviewed the issue of illegal drug activity. We heard testimony from a panel including Dr. John Carnavale, along with Judge Roy King, Chief Duffy and Sheriff O'Flynn, about the potential strategies that can be used to diminish the illegal drug trade in the City. Your inclusion of \$500,000 in the Undistributed account to address this issue was strongly supported by Council. We look forward to working with you to create appropriate strategic applications for these funds.

Prior to the submission of the Proposed Budget, we had the opportunity to review the 2002-03 to 2006-07 Capital Improvement Program. In a significantly revised format, that document sets out major spending priorities for our public infrastructure and for the many exciting new public works projects that are scheduled for construction during this period. We received the City School District's CIP late in the process, but we were provided with a full list of Cash Capital expenditures for 2002-03 prior to consideration of their budget. We anticipate that next year we will return to our prior practice of reviewing both CIPs prior to receiving the Proposed Budgets for the subsequent year.

Finally, in considering changes to our review process, we surveyed other similar cities for ideas that might work to improve our process. One such idea involves the Mayor and City Council exchanging lists of their top ten priorities midway through the fiscal year so that appropriate consideration of those priorities can be made in the subsequent budget. We believe this idea is worth pursuing, and we will be discussing it with you during the course of the year.

Formal Amendments

During the review process, Council approved the following amendments to the Proposed Budget:

- The transfer of \$35,000 from the Contingency Account to the Library to restore a portion (twelve hours per week) of the reductions to the Community Library hours that had been made to address the budget constraints
- A resolution of budgetary intent calling on the Administration to help offset the effects of the elimination of the successful Park Patrol program by funding the purchase of two ATVs to be used to augment park security services. At an anticipated cost of \$4,800, the proposed purchases will enable fewer people to cover more ground, especially in our linear parks. It is understood that the Law Department will review issues involved in the use of these vehicles by PAC-TAC volunteers prior to implementation of the program.
- The reduction of proposed parking rate increases from \$5-10 per month to \$2-5 per month. The resulting reduction in revenue will be offset by a reduction of \$210,000 in planned Cash Capital expenditures in the Parking Fund. Council believed that the increases, the first in over a decade, were too precipitous and would have a negative effect on Center City revitalization efforts. The Administration is encouraged to review the rates regularly and make more modest increases more frequently to avoid the need for such significant changes at one time.
- The transfer of \$10,000 from the Contingency Account to the Department of Parks, Recreation, and Human Services for the restoration of downtown activities. In the Proposed Budget, several of our long-standing activities in the Center City were eliminated. The modest allocation of \$10,000 will enable the creation of a "busker" program that will provide small stipends to Eastman School students to provide street performances throughout the Center City area. Similarly, three Friday lunch time concerts at Washington Square will help offset the loss of the public market at that location.
- The transfer of \$5,000 from the Contingency Account to the Administration to fund the establishment of an annual convocation to review the progress of the *Renaissance 2010 Plan*. This item was developed subsequent to the Special Hearing on the Plan.
- An amendment to the City School District Budget that reduced both the Revenue and Expense projections by \$1.2 million. As you are acutely aware, your proposed reduction of \$1.2 million in the City's direct contribution to the District, offset by an identical allocation in the City's budget to provide that amount of services to the District, was not reflected in to the Proposed Budget that the District submitted to City Council. After extensive discussions with both the Board and the District Administration, Council reaffirmed your bold initiative by this amendment. We expect speedy action by the representatives of your Administration and the District to identify and implement the services that will comprise this \$1.2 million subsidy.
- The final budget amendment also involved the District, and was necessary to offset an erroneous assumption in the District's budget. The District chose to assume that Council would authorize the refinancing the non-aidable portion of their existing

debt, effectively lengthening the repayment period for prior capital expenditures. Such an action would have cost the City taxpayer an additional \$11 million over the life of the bonds. This approach enabled the district to reduce their budget Debt Service payments by \$2.6 million for 2002-03. Rather than approve such a dubious action, Council permitted the District to reduce the minimum Cash Capital expenditures for 2002-03 by \$2.6 million, allowing the budget to remain in balance without the need for the proposed refinancing.

These amendments represent Council's commitment to the continued health of our City, balancing the need for appropriate services with the need for continued fiscal restraint. It should be noted that none of the amendments required additional property tax revenues.

Other Comments

In addition to the formal amendments approved by the Council, Councilmembers made a number of other suggestions during the review process. These suggestions generally involve the day-to-day operations of the government; grouped by department, they include:

Department of Finance

- Council believes that it is crucial to monitor assessment trends and to assess potential interventions to reverse the negative trend.

Department of Community Development

- With Council scheduled to vote on the new Zoning Ordinance in the Fall, it will be crucial to ensure that the implementation of that ordinance, along with the new State building Code is accomplished seamlessly.
- Council continues to indicate its desire to work with the Administration to increase the supply of units available to middle and upper-income households. As funds available for such innovation become increasingly scarce, the emphasis must be on creativity and innovation.
- Reauthorization of the Asset Control Area Partnership from HUD should continue to be a priority; Council is willing to provide whatever assistance is required to achieve this important goal.
- As we continue with the next round of NBN planning, it will be important to develop metrics to measure success.

NET

- Council is looking forward to working with NET on the implementation of the Champion Streets Project in the coming year.
- We recognize that enforcement activities against intractable property owners has become a significant problem, and one that stretches resources and places major demands on both NET and other departments. We are prepared to provide added resources to this effort should it become necessary.

Department of Environmental Services

- Council is interested in tracking the calls to the Office of Customer Service that deal with NET issues. The use of this important service to address interdepartmental problems is an important step in continuing to break down the silos that have often characterized governmental services.
- Council continues to look forward to a review of the new automated system that will enable better tracking of both vehicle and fuel usage.
- The ongoing fiscal health of our priceless and irreplaceable Water system will require vigilance by both the Council and the Administration.

Department of Parks, Recreation and Human Services

- Council reviewed the painful cuts that were proposed for the various recreation programs and determined that, although painful, they were necessary in the current fiscal climate. We look forward to better days when such important services can be restored.
- We will look forward to reviewing the use of Danforth Center solely for outside groups, both from a fiscal perspective and for the impact on senior citizen programming.
- Both the Cemetery Fund and the War Memorial Fund continue to improve, but both are still far from long-term stability. Council will continue to focus on the need to improve revenue performance in both of these areas while still showing restraint in new expenditures.

Police

- Since we have completed more than one year of the 311 program, Council requests again that whatever evaluation criteria will be developed to review this initiative be incorporated in some quantitative fashion as performance indicators in next year's budget. Such criteria should include the impact of 311 calls on 911 service demand.
- As noted above in the discussion of the Special Budget Hearing on illegal drug activity, Council is looking forward to reviewing an implementation strategy to attack this seemingly intractable problem.
- With the usage of laptop computers in patrol cars scheduled for completion in the coming year, Council hereby requests an evaluation of that important initiative along with a review of the training needs associated with it.
- The increasing costs of Animal Control remain a concern; it will be important to find creative approaches to cost-containment while still providing high-quality services.

Fire

- The discussion of the incidence of youth involvement with arson was alarming. Council provided resources to the Department for the FRY program over twenty years ago but it seems to be a growing problem again. We will support the Department's activities to address this ongoing problem.

- With the fire station relocation study completed, we will look forward to recommendations in future Capital Improvement Programs for implementation.
- As we requested the last two years, Council suggests that the Department track the impact of vacant properties on service demand and attempt to quantify that impact.

Emergency Communications

- As cited above in the Police Department comments, Council requests again that whatever evaluation criteria are developed to review this initiative be incorporated in some quantitative fashion as performance indicators in next year's budget. Such criteria should include the impact of 311 calls on 911 service demand.
- We are alarmed by the projected reductions in County funding for this vital community service. Public safety must not be compromised to satisfy the political needs of the County Executive.

Library

- As noted above in ECD, the impact of the projected reductions in County funding for the Library will be detrimental to our citizens. One mark of a civilized society is its support for community education and access to information provided by public libraries. The County's proposed cuts are an incomprehensible repudiation of those vital responsibilities.
- The State and County governments must come forward to support their share of this essential educational service to the community. Increases in State funding are crucial to the ongoing survival of this key information source in the Information Age. Libraries merit the same support that the State provides for the public school system.
- Council applauds the improvement in the presentation of performance indicators, and urges continued movement toward indices that are both qualitative and quantitative, and that include Internet usage as well as details about the various kinds of media in circulation.

Economic Development Department

- Jobs for our citizens continue to be among our highest priorities; we encourage continued partnership with the Federal, State, and County governments, along with key private sector players, to ensure access to jobs by Rochesterians.
- For several years, Council has suggested that economic development benchmarks be developed, using other similar cities as comparison points. Return on investment and job creation, especially for City residents, should be central to such benchmarks. We renew that suggestion again this year.
- As requested previously, we continue to be interested in the potential impact of the federal HubZones program and, through budget amendments last year, have provided additional support to get the message out about this program. We would like to see a review of the impact of the HubZone program as well as the ECZ and Empire Zones to date and an evaluation of their ability to encourage job growth for the benefit of our citizens.

- Major projects like Brooks Landing and Corn Hill Landing continue to experience delays. Council is willing to undertake extraordinary measures to move Brooks Landing along at a faster rate. We continue to be puzzled by the delays of the private sector in beginning construction of the Corn Hill Landing project for which we authorized City participation nearly three years ago.
- As a vehicle to continue our long-term efforts to generate a promotional campaign for the Rochester region, Council applauds the commitment of the private-sector leaders who have formed the Greater Rochester Enterprise (GRE). We expressed a willingness to work cooperatively with them for the benefit of the entire community.

City School District

The City School District's adopted 2002-03 Budget is \$496,199,626, which represents a decrease of \$19,115,577 (-3.7%), from the 2001-02 amended budget of \$515,315,203, and an decrease of \$20,075,542 (-3.9%) from the 2001-02 approved budget of \$516,275,168. This budget was created and adopted in the wake of the District's most significant fiscal crisis in recent memory.

In June 2001, City Council adopted the District's proposed \$516,275,168 budget, but noted our concern at the large amount of additional revenue that was anticipated from NY State. In our Budget Message we stated that:

The difference between the revenue in the Governor's Proposed Budget and the revenue assumed by the District in its Budget is over \$30 million. In the event that the State fails to enact a budget before the schools open in September, or if they enact a budget that provides less than the \$31.2 million increase that the District has assumed, substantial cuts could be required. We would expect that the District should not wait beyond the first quarter should the State revenues not materialize, and we will expect regular updates by the District on how they will approach such a problem.

Our willingness to approve such a substantial increase was conditioned, in part, on the private assurances of the District that there were substantial reserves available to cushion the loss of any of the anticipated State increases. In fact, the 2000-01 Budget was in the process of being overrun by \$25,376,989 (5.31%) at the very time Council was being provided with those assurances. The catastrophic result of that overrun, along with the pincers effect created by the absence of \$19.6 Million in anticipated State revenue paired with \$30.3 Million in spending beyond the budget, resulted in a mid-year deficit of \$49.9 with no reserves to address it.

Council worked diligently with you, key Administration staff, and the District's new finance team to address the problem. That would not have been possible without the various forms of assistance that the City provided, including relief from the \$10 million Cash Capital requirement, the loan of \$3.3 million, the plan developed by Deloitte & Touche, and the consistent advice and assistance provided by the City's Finance and Budget staff. The District's new Finance team also deserves substantial credit for their work to avert disaster.

In reviewing the Proposed 2002-03 Budget, several items were a surprise to Council. First, the reduction to the bottom line of the District's 2001-02 budget only totaled \$858,055. It became clear as we reviewed the document that the bulk of the solutions beyond the assistance provided by the City addressed the revenue side of the budget. Despite the crisis

that pervaded the District since at least last August, and the obvious need to make expense-side reductions, the District ended the 2001-02 year with 76.31 more employees that they had budgeted (6570.62 vs. 6494.31). The latter number was already an increase of 85.08 positions above the over-spent budget of 2000-01. Such evidence makes it indisputable that very few real cuts were made despite a crisis of unprecedented proportions.

In the Proposed 2002-03 Budget, the District's workforce was scheduled to decrease by 643.53 positions (- 81.80 Administrators, -558.88 Teachers, +49.35 Paraprofessionals, and -52.20 Civil Service). Enrollment is anticipated to decline by 841 to 34,254 from the 2001-02 total of 35,095. The decline is projected to continue through 2011-12, reaching a level of 27,442 in that year. If this enrollment trend actually continues, it will be necessary to discuss the possibility of school closings.

As noted above in the report on amendments, in approving the District's Budget for 2002-03, Council made two significant changes: first, we reduced both the revenue and expense sides of the Budget by \$1.2 million to make the numbers conform with the reality that the City's contribution to the District would be \$1.2 million less in actual cash than in the previous several years. Second, we transferred \$2,616,547 from the District's Cash Capital allocation to the Debt Service line. This was done because the District's Proposed Budget had assumed a reduction in Debt Service as a result of refinancing the non-aidable portion of the District's outstanding debt. Both you and the Council leadership had cautioned the District against the assumption that we would be willing to approve such a refinancing; nonetheless, they did include it in the Proposed Budget. Our amendments resolved these problems with no impact on educational programming.

In terms of format, District's budget has continued to evolve, but it is still not satisfactory. It is still virtually impossible to compare one year with the next. The District has restored the presentation of the Estimated Actuals and the prior-year Actuals that had been eliminated in the previous two budgets. Beyond those important improvements, for many years we have raised additional format issues such as personnel information in each budget section and salary tables in the Appendix. Each year, District Finance staff members have agreed to make the appropriate changes in the next year's document; despite those assurances, it has not happened. The District's new Finance team has assured us that such changes are possible and that they will be implemented in the 2003-04 Budget. We also expect that next year will see a return to a March or April Capital Improvement Program (CIP) submission date to allow for a thorough review prior to the Budget process.

In the wake of the past year's crisis, we expect that the District will work to implement the recommendations of the Deloitte & Touche report and will provide the City with regular fiscal reports in the format that we have requested. Such cooperation will be vital if this community is to avoid future crises that shake community confidence in the entire public sector.

Finally, we had noted in the past several Budget messages that it was uncertain how long the District could be shielded from the kinds of reductions that City operating departments have been forced to make to keep the budget in balance. The reduction of \$1.2 million was significant, but may not be the last such change in an era of a shrinking tax base.

Conclusion

We conclude by complimenting you and your Administration on producing another professional budget that provides high-quality customer service despite the difficult fiscal

climate. The cuts that were made this year were painful, and the tax and fee increases add to the burden of a citizenry that is the least able to pay for the services that the City provides. As we have often noted in the past, the problem with the City's finances is not found on the expense side of the ledger; expenses are tightly controlled and the ongoing need to reduce expenses has pared the budget to levels that threaten our ability to deliver adequate services. If we continue to see the local tax base decline, increasing levels of assistance from New York State will be critical. Since the sales tax sharing formula does not provide for any growth in the City's share, we will only receive the natural growth that results from economic expansion. As the time nears to renegotiate the sales tax formula, be assured of our willingness to work with you and your staff to ensure an increased share for the City of this key revenue.

As you are acutely aware, the continuation of sprawl development is further siphoning off sales and property tax revenues to the outlying region, resulting in added pressures on all local budgets. All of us will experience higher costs, driven by medical and dental insurance premiums, pension costs, and utility rates. Rational discussions must take place between and among elected leaders throughout the community to find ways to reduce these burdens on our taxpayers.

Last year we spoke of the need to move ahead on the campaign to promote the Rochester region for economic development and tourism; that movement has happened through the leadership of the Greater Rochester Enterprise (GRE), and, subsequent to the approval of the budget, we have joined our support to that of the major corporate interests in the community to move Rochester in the consciousness of those people who should be aware of the many benefits inherent in investing our community. Public-private initiatives like GRE and the looming Fast Ferry will be keys to a true Renaissance for this community.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lois J. Giess".

Lois J. Giess
President

Increases

Revenue:

- A proposed property tax levy increase is required to balance the budget
- Transfers from reserves are required to maintain capital improvements and balance the budget
- A \$1.2 million reduction in aid to the City School District increases revenue
- A refuse rate increase is proposed to balance fund and pay for replacement of the curb side toters
- A proposed parking rate increase necessitated to maintain capital renovations increases revenue

Expense:

- Wage and salary increases in accordance with current labor agreements or awards and an allowance for contracts currently under negotiation
- Medical coverage for current and retired employees in accordance with rate increases provided by third-party insurers
- Employer's retirement contribution in accordance with rates projected by Retirement System
- A \$1.2 million provision for consolidation of services with the City School District increases expense
- A \$500,000 allocation for a follow-up to the Drug Summit

Decreases

Revenue:

- Lower interest rates decrease estimated interest revenue
- Reimbursements decrease from Rochester Pure Waters for debt funded capital projects
- Delinquent and supplemental taxes decrease due to lower anticipated beginning balances
- One-time appropriation of Water Fund balance due to drought conditions does not recur

Expense:

- Several program eliminations or reductions detailed within departmental budgets
- Efficiencies are realized through productivity and prior year capital investments
- Decline in debt service per repayment schedules
- Conclusion of one-time capital investments and grant funded expenditures

REVENUE SUMMARY SUMMARY OF REVENUE CHANGES

General Fund 2002-03 revenue estimates are \$8,918,500 or 3.6% more than the 2001-02 Budget. A “zero” increase is assumed for New York State General Purposes Aid. An increase in sales tax reflects an anticipated 1.5% growth in taxable sales. The proposed tax levy is required to balance the budget. Lower interest rates decrease interest earnings revenue. The New York State School Tax Relief (STAR) program increases State Aid.

Special Fund 2002-03 revenue estimates are \$587,200 or 3.5% less than the 2001-02 Budget. A zero increase in funding from Monroe County to support the Central Library is assumed. A decrease in property tax support is required for the Animal Control Fund and the Library Fund due to use of fund balances and budget reductions.

Enterprise Fund 2002-03 revenue estimates are \$2,977,000 or 3.8% less than the 2001-02 Budget. A proposed increase for parking rates and refuse collection increases revenue. Lower interest rates decrease estimated interest earnings revenue in all of the enterprise funds. A one-time appropriation of Water Fund balance due to a drought is not repeated.

REVENUE SUMMARY
SUMMARY OF REVENUE CHANGES

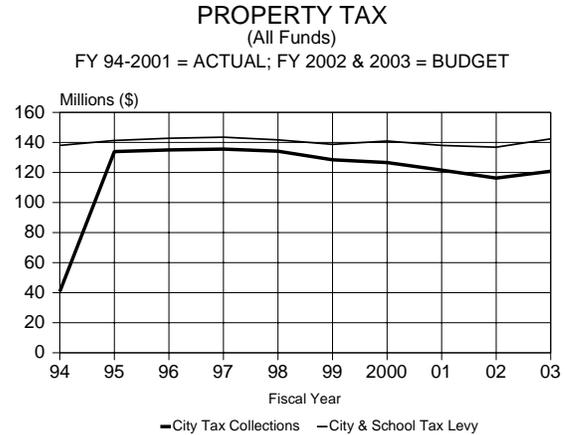
	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>	<u>Change</u>	<u>Percent Change</u>
General Fund				
Taxes				
Property Tax (City & School)	109,225,900	114,882,700	5,656,800	5.2%
Delinquent and Supplemental Taxes	4,855,000	4,295,800	-559,200	-11.5%
In-Lieu-of-Tax Payments	11,157,100	11,077,300	-79,800	-0.7%
Interest Penalties	3,335,000	3,124,400	-210,600	-6.3%
Sales Tax	110,949,200	111,380,000	430,800	0.4%
Utilities Gross Receipts Tax	9,911,000	10,100,000	189,000	1.9%
Mortgage Tax	<u>1,600,000</u>	<u>1,600,000</u>	<u>0</u>	0.0%
Total General Fund Taxes	251,033,200	256,460,200	5,427,000	2.2%
Other General Fund Revenues				
Departmental Income	4,245,200	4,939,400	694,200	16.4%
Use of Money & Property	2,796,400	1,771,500	-1,024,900	-36.7%
Fines & Forfeitures	4,406,600	4,362,800	-43,800	-1.0%
Licenses & Permits	1,660,100	1,753,800	93,700	5.6%
Sale of Property & Compensation for Loss	1,109,500	924,200	-185,300	-16.7%
Miscellaneous	5,169,000	5,487,000	318,000	6.2%
Intergovernmental State	64,518,000	64,671,000	153,000	0.2%
Intergovernmental Federal	8,215,200	7,529,600	-685,600	-8.3%
Intergovernmental Other	14,122,600	12,642,300	-1,480,300	-10.5%
Interfund Revenue	<u>-108,645,700</u>	<u>-102,993,200</u>	<u>5,652,500</u>	-5.2%
Total Other General Fund	-2,403,100	1,088,400	3,491,500	-145.3%
Total General Fund	248,630,100	257,548,600	8,918,500	3.6%
Other Funds Totals				
Animal Control	1,201,500	1,195,400	-6,100	-0.5%
Library	15,440,800	14,859,700	-581,100	-3.8%
Water	33,194,100	31,304,700	-1,889,400	-5.7%
War Memorial	3,511,300	3,293,200	-218,100	-6.2%
Parking	6,238,800	5,165,400	-1,073,400	-17.2%
Cemetery	1,926,400	1,988,300	61,900	3.2%
Public Market	745,100	1,012,100	267,000	35.8%
Refuse	20,676,200	20,686,700	10,500	0.1%
Local Works	<u>11,877,700</u>	<u>11,742,200</u>	<u>-135,500</u>	-1.1%
Total Other Funds	94,811,900	91,247,700	-3,564,200	-3.8%
Total All Funds	343,442,000	348,796,300	5,354,300	1.6%

Note: Property taxes are spread between the General Fund, Animal Control Fund, Library Fund, War Memorial Fund, Cemetery Fund and the Public Market Fund in the above display.

REVENUE SUMMARY DESCRIPTIONS & CHANGES

PROPERTY TAX

New York State General City Law authorizes Rochester to levy taxes on the value of real property. The assessed value of the property and the tax rate determine the amount of tax to be paid by a property owner. Taxes are billed annually, and quarterly installments are allowed for the first \$6,200 owed on each parcel. Responsibility for collecting property taxes is vested in the Department of Finance, Bureau of Treasury. Property taxes are allocated to various funds as necessary to balance them. Beginning in 1994-95 City and School property tax collections are accounted for within the City Budget. Funding for the City School District is provided within the Interfund revenue section. Prior to 1994-95 the School District received property tax collections outside of the City Budget. For detailed information on the calculation of property taxes, see the Property Tax Computation and Analysis section, which follows the Revenue Summary Section.



Major Change

Four major factors influence the amount of revenue generated by the property tax:

1. The Tax Base – The total assessed valuation of the City is the base on which revenues are generated. The assessed valuation decreases by \$18,771,544 from the 2001-02 level. A description of assessment changes is included in the Property Tax Computation and Analysis section.
2. The Revenue Requirement – The amount of property tax revenue required to finance City services is determined by the cost of the services provided and the availability of revenue sources other than the property tax. The following summarizes changes in expenses and revenues from the 2001-02 budget:

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Expenses	343,442,000	348,796,300	5,354,300
Non-Property Tax Revenue	<u>227,153,900</u>	<u>228,159,900</u>	<u>1,006,000</u>
Property Tax Required (City & School)	116,288,100	120,846,400	4,558,300

Further specific changes in revenue receipts are detailed under the appropriate revenue headings that follow. Expense changes are described in the appropriate department budget section.

3. The Collection Rate – It is anticipated that 93 percent of the tax levy will be collected during 2002-03. In addition, anticipated collections for the first sixty days following the current year are accrued as 2002-03 receipts. This accrual is estimated to be 1.5 percent of the tax levy, bringing total collections to 94.5 percent. A Tax Reserve of 5.5 percent of the required property tax revenue is also levied to compensate for those taxes that will not be collected or accrued during 2002-03 and an amount for the settlement of assessment review proceedings. In accordance with Generally Accepted Accounting Principles, the tax reserve is not reflected in the budget.

4. STAR Program - In 1998-99 New York State enacted the School Tax Relief (STAR) Program, which provides an exemption from property taxes for owner-occupied primary residences. The "Enhanced" program began in 1998-99 for property owners 65 years of age or older, with incomes of less than \$60,000. Approximately 5,554 property owners will benefit from this program in 2002-03. Beginning in 1999-2000 all other owner-occupied property owners were eligible for the "Basic" STAR program. The "Basic" program was phased in over a three year period. Approximately 24,969 property owners will take advantage of the "Basic" program in 2002-03.

This program is further defined in the Property Tax Computation and Analysis portion of the Revenue Summary section.

REVENUE SUMMARY DESCRIPTIONS & CHANGES

Year-to-Year Comparison	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
All Funds	116,288,100	120,846,400	4,558,300
General Fund	109,225,900	114,882,700	5,656,800

DELINQUENT & SUPPLEMENTAL TAXES

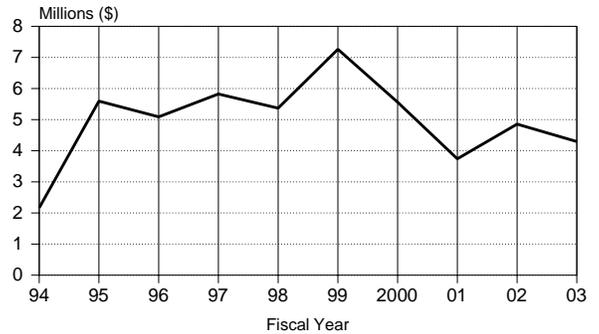
Revenue from property taxes levied but not collected or accrued in previous years is classified as delinquent taxes. After properties have been delinquent for one year, foreclosure actions are taken; uncollected balances are canceled when these actions are completed.

When properties lose their tax exempt status through transfer of ownership, property owners receive a supplemental tax bill that includes both current and delinquent payments.

When an assessment is inadvertently left off the tax roll, property owners are later notified and billed the following year as an omitted tax.

DELINQUENT & SUPPLEMENTAL TAXES

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



Major Change

A projected decrease in delinquent balances decreases revenue, \$559,200.

Year-to-Year Comparison	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	4,855,000	4,295,800	-559,200

IN LIEU OF TAX PAYMENTS

To facilitate construction of public housing units and encourage industrial development, various sections of New York State law authorize certain property owners to make payments as a substitute for property tax. Currently, such payments are authorized under four different statutes:

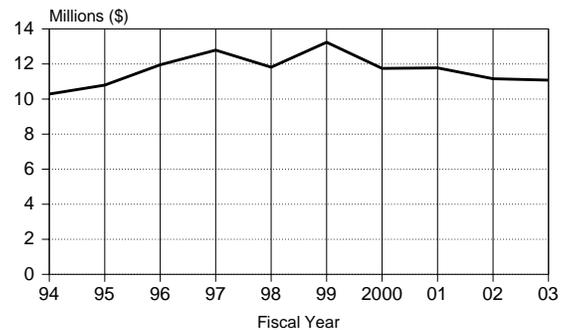
1. The Private Housing Finance Law applies to projects constructed with private resources to provide housing for low and moderate income families. Payments for such projects are generally calculated at a rate of 10% of sheltered rents. Sheltered rents are determined by subtracting that portion of rent needed for utility service from total rent payments.

2. The Public Housing Law authorizes payments in lieu of taxes for property owned by public housing agencies. Payments are calculated in the same manner as those covered under the Private Housing Finance Law.

3. The Urban Development Act provides tax exemptions for properties owned by the Urban Development Corporation (UDC). When such properties are leased, payments in lieu of taxes are negotiated. For housing projects, the sheltered rent formula is generally applied, while economic development projects pay based on the percent of floor space occupied or percent of operating revenues.

IN LIEU OF TAX PAYMENTS

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



REVENUE SUMMARY DESCRIPTIONS & CHANGES

4. The General Municipal Law authorizes the County of Monroe Industrial Development Agency (COMIDA) to receive tax exemptions on properties owned. In lieu of tax payments are negotiated when such properties are leased. Generally, the payments are equal to the amount that would have been paid if the property were not owned by COMIDA.

Currently seventy-one COMIDA projects and one UDC property make payments in lieu of taxes. Thirty-four properties make shelter rent payments. The Department of Finance, Bureau of Accounting, administers these accounts.

Major Change

Miscellaneous changes decrease revenue, \$79,800.

Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
11,157,100	11,077,300	-79,800

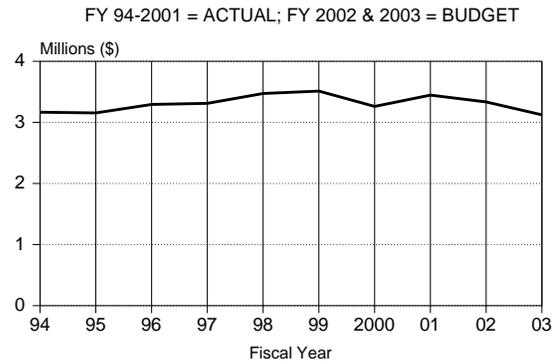
INTEREST & PENALTIES

The City levies a finance charge of 1.5% per month on unpaid tax and fee balances. Penalty fees for unpaid taxes are added to subsequent tax bills and are collected in the same manner as property taxes.

Major Change

A projected decrease in delinquent balances decreases revenue, \$210,600.

INTEREST & PENALTIES



Year-to-Year Comparison

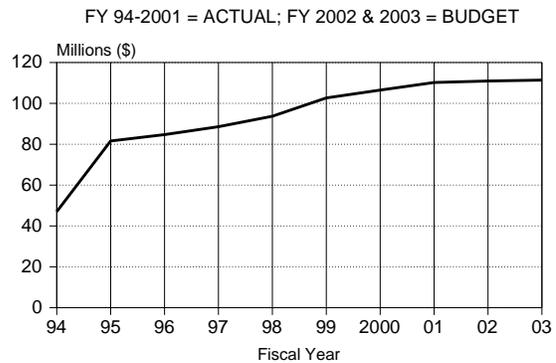
<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
3,335,000	3,124,400	-210,600

SALES TAX

New York State Tax Law authorizes Monroe County to impose a tax on sales transactions in the County. A four percent tax (besides the four percent imposed by the State) is charged on most sales transactions except sales of food and home heating fuels. The local sales tax rate increased from 3 percent to 3.5 percent in September 1992 and to 4 percent in March 1993.

Sales tax proceeds are collected by the State and distributed to the County every month. Under the current sales tax distribution formula the City receives 35.63 percent of total County collections generated from the 3 percent local share. The City's initial share of the additional 1 percent, approximately 4.1%, began on December 1, 1993, and was suspended on November 30, 1994. During that period the City School District received approximately 3.7% of the additional percent directly from the County. The City resumed sharing the additional 1 percent on December 1, 1995. Beginning in December 1995 the City share of the additional 1 percent became 2.5%, and it increased annually for the next four years to 5%, 12%, 15.75% and 19.22%. The City share of the additional 1 percent decreased to 18.1% in January 2001 to reflect population changes identified in the 2000 Census.

SALES TAX



REVENUE SUMMARY DESCRIPTIONS & CHANGES

Major Change

Sales tax receipts are anticipated to increase 1.5% from a lower base than assumed in 2001-02, \$430,800.

Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
110,949,200	111,380,000	430,800

UTILITIES GROSS RECEIPTS TAX

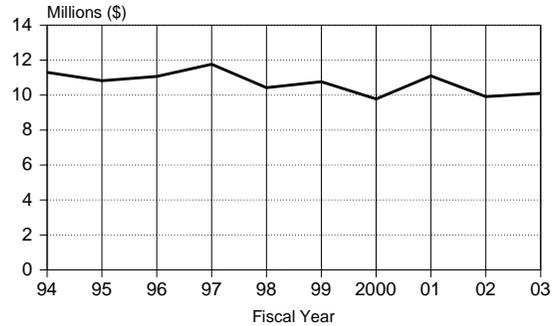
As provided by Section 20b of the General City Law, Rochester imposes a 3% tax on the gross income of utility company transactions in the City. Rochester Gas & Electric Corporation and Frontier Corporation pay approximately 84% of these taxes.

Major Change

An anticipated increase in utility gross receipts increases revenue, \$189,000.

UTILITIES GROSS RECEIPTS TAX

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



Year-to-Year Comparison

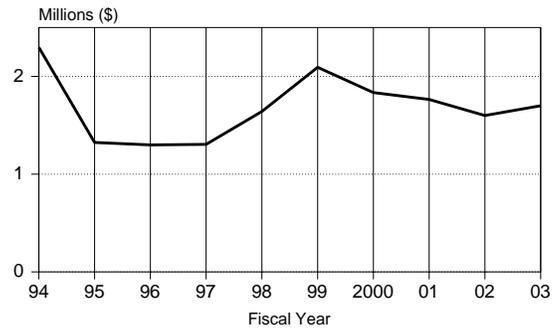
<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
9,911,000	10,100,000	189,000

MORTGAGE TAX

New York State Tax Law authorizes the Monroe County Clerk to collect a tax on mortgage transactions in the County. A tax is charged on the transactions and distributed pursuant to Section 261 of the Tax Law. The City receives 50 percent of the amount collected, less an allowance for administrative expenses, on mortgage transactions within the City.

MORTGAGE TAX

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
1,600,000	1,600,000	0

REVENUE SUMMARY DESCRIPTIONS & CHANGES

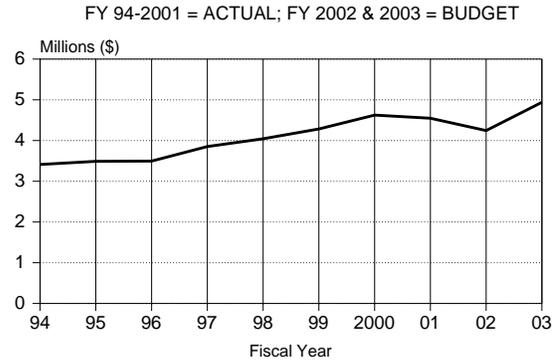
DEPARTMENTAL INCOME

Revenues generated by departmental operations are classified as departmental income. Examples include fees collected at skating rinks, charges for processing at the Police photo lab, towing fees, foreclosure fees, and zoning application fees. The City Code authorizes these fees. The fees are calculated to cover all or part of the cost of specific services.

Major Change

Reimbursement for training conducted at the Public Safety Training Facility is projected to increase revenue, \$401,700. Anticipated reimbursement for capital projects increases, \$181,000. Monroe County Pure Waters bill processing and mailing revenue is eliminated decreasing revenue, \$138,500. Projected growth in volume of photo lab sales, duplication of reports and photos, towing and overtime reimbursement increases Police revenue, \$101,400. An rate increase for alarm permit fees more than offsets the decline in revenue from industrial training reimbursement increasing revenue, \$121,600. An anticipated increase in Civil Service testing increases revenue, \$23,000. Net of other changes increases revenue, \$4,000.

DEPARTMENTAL INCOME



Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
4,245,200	4,939,400	694,200

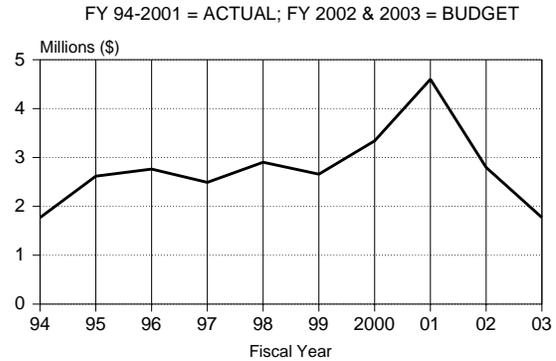
USE OF MONEY & PROPERTY

The major revenue source in this category is from investment of cash. Under provisions of the New York State General Municipal Law, Rochester is authorized to invest funds in interest bearing commercial bank accounts until these funds are needed to meet payrolls or to pay bills. The second source of revenue in this category is from rental of City-owned property.

Major Change

Lower interest rates decreases interest earnings revenue, \$1,015,200. Net of other changes decreases revenue, \$9,700.

USE OF MONEY AND PROPERTY



Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
2,796,400	1,771,500	-1,024,900

REVENUE SUMMARY DESCRIPTIONS & CHANGES

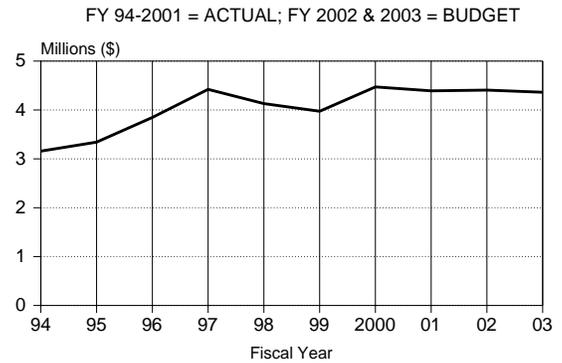
FINES & FORFEITURES

The revenue in this category consists of fines and penalties levied by the Criminal Branch of City Court, proceeds from parking tickets issued by the Police Department and other authorized agents, municipal code fines collected by the Parking & Municipal Violations Bureau, and a distribution of fines collected by New York State for traffic violations committed in the City.

Major Change

Moving violation revenue is projected to decrease, \$49,000. Net of other changes increases revenue, \$5,200.

FINES & FORFEITURES



Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
4,406,600	4,362,800	-43,800

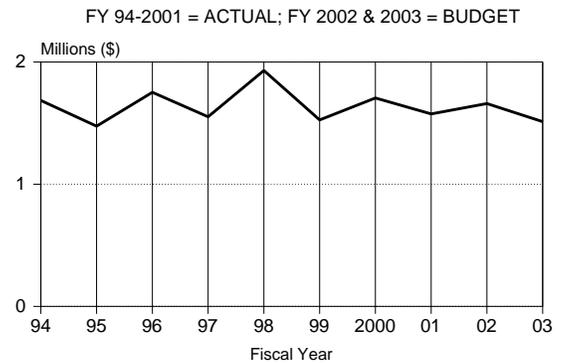
LICENSES & PERMITS

The Municipal Code authorizes the City to regulate various activities by issuing permits and licenses. This is done to protect public safety. Fees for permits and licenses are designed to fully or partially recover the administrative and enforcement costs of regulated activities. Most permits are issued by the Department of Community Development.

Major Change

Anticipated revenue from professional licenses decreases due to 2002-03 being the "off year" for biannual license cycle for electricians and stationary engineers, \$226,800. Building and alteration permit revenue increases primarily due to additional revenue from the new electrical inspection program, \$220,700. Business and occupational licenses and street opening permits revenue increases due to rate increases, \$67,500 and \$36,100, respectively. Net of other changes decreases revenue, \$3,800.

LICENSES & PERMITS



Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
1,660,100	1,753,800	93,700

REVENUE SUMMARY DESCRIPTIONS & CHANGES

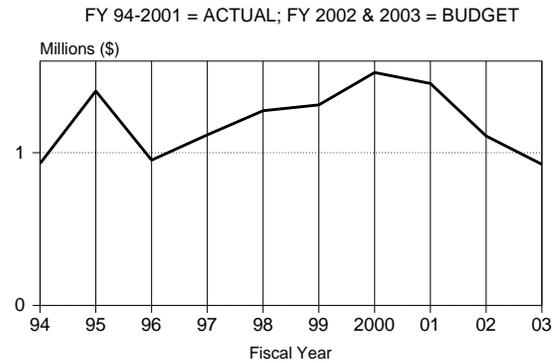
SALE OF PROPERTY & COMPENSATION

Revenue in this category comes from sale of real property, sale of excess materials, insurance recoveries, and the sale of unclaimed property. The sale of real property is the largest revenue source in this group.

Major Change

Revenue from sale of real property decreases, \$100,000. A projected reduction in auto auction sales decreases sale of unclaimed property revenue, \$73,000. Recovery of compensation for damages to street lights decreases revenue, \$16,900. Net of other changes increases revenue, \$4,600.

SALE OF PROPERTY & COMPENSATION



Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	1,109,500	924,200	-185,300

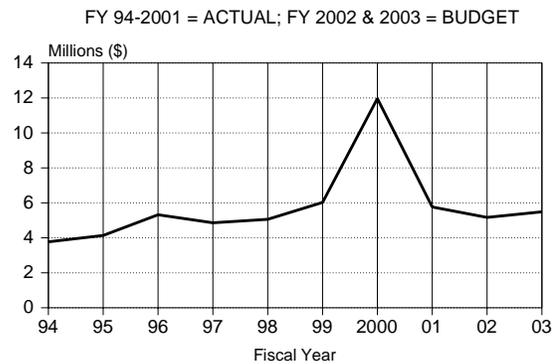
MISCELLANEOUS

Miscellaneous revenues consist of refunds or reimbursements for expenses incurred in prior years, an appropriation of surplus from prior years, cable television franchise revenues, and miscellaneous income.

Major Change

The General Fund Surplus increases \$293,000. Projected growth in cable TV sales increases franchise revenue, \$25,000.

MISCELLANEOUS



Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	5,169,000	5,487,000	318,000

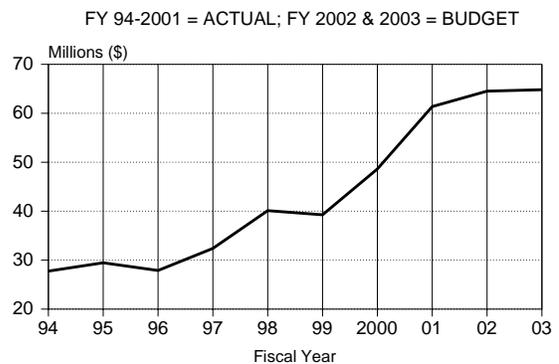
INTERGOVERNMENTAL – NEW YORK STATE

Revenues received from New York State constitute this category. There are four types of aid: general purpose, categorical, and miscellaneous, and New York State Tax Relief (STAR).

1. General purpose aid provides revenue for unrestricted use by municipalities. There are four programs: General Purpose State Aid, Emergency Financial Aid, Emergency Financial Assistance, and Supplemental Municipal Aid.

2. Categorical aid is directed to support specific objectives and, as a result, is restricted to certain purposes. Support is received for such functions as street improvements, crime prevention, and youth recreation.

INTERGOVERNMENTAL REVENUE - STATE AID



REVENUE SUMMARY DESCRIPTIONS & CHANGES

3. Miscellaneous aid includes reimbursements for various services.

4. The New York State Tax Relief (STAR) Program provides revenue to municipalities to offset school property tax relief for targeted taxpayers.

Major Change

A “zero” increase is assumed for general purpose state aid. The proposed tax increase also increases STAR revenue, \$705,200. Revenue decreases primarily due to elimination or reduction of various State grants, \$528,700. Consolidated Highway Improvement Program (CHIPS) aid decreases in accordance with roadway expenditures, \$11,500. Net of other changes decreases revenue \$12,000.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	64,518,000	64,671,000	153,000

INTERGOVERNMENTAL – FEDERAL

The Federal Aid category includes reimbursements for the administration of federally funded programs. The program appropriations are approved by City Council separate from the City operating budget. The Community Development Block Grant Program is the largest such “off budget” fund .

Major Change

Reductions in COPS MORE, Weed & Seed, and Metro Medical Response grants decrease revenue, \$329,500, \$30,300, and \$124,800, respectively. The conclusion of the COPS, Anti-Violence, and Operation Clean Spot grants decrease revenue, \$239,000. An increase in the Law Enforcement Block Grant is due primarily to reimbursement of Teen Court expenses increasing revenue, \$26,700. The second year of the Emergency Preparedness Capital Grant increases revenue, \$10,000. Net of other changes increases revenue, \$1,300.

Year-to-Year Comparison

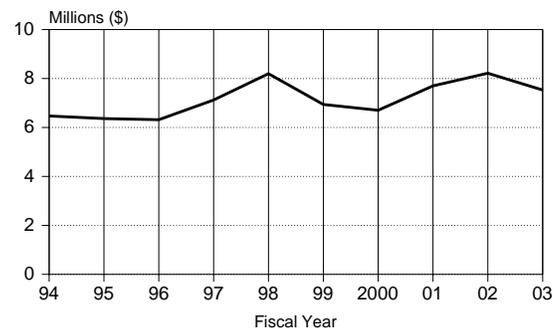
	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	8,215,200	7,529,600	-685,600

INTERGOVERNMENTAL – OTHER

Revenues received from governmental agencies other than the Federal and New York State levels constitute this category. Reimbursement for debt service from the Pure Waters Agency for sewers and from Monroe County for highways account for the majority of the revenues in this classification. Profits distributed by the Western Region Off-Track Betting Corporation and Monroe County reimbursements for highway maintenance, public safety activities, and various other programs comprise the remaining intergovernmental revenues.

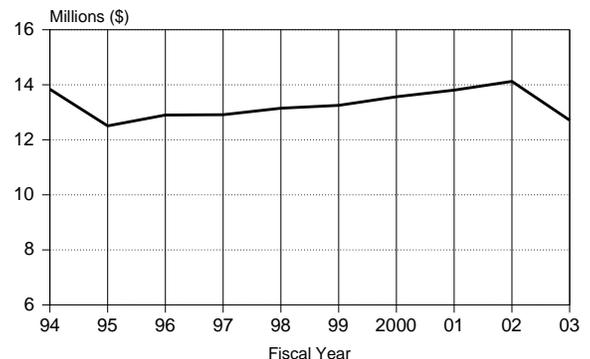
INTERGOVERNMENTAL REVENUE - FEDERAL AID

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



INTERGOVERNMENTAL REVENUE - OTHER

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



REVENUE SUMMARY DESCRIPTIONS & CHANGES

Major Change

Pure Waters reimbursement declines according to the payment schedule decreasing revenue, \$834,000. Traffic shares revenue decreases in accordance with planned capital projects, \$231,000. Monroe County reimbursement for public safety declines decreasing revenue, \$106,000. No reimbursement is anticipated for capital projects according to the payment schedule decreasing revenue, \$100,000. Receipts from the Hotel/Motel Tax are anticipated to decrease, \$87,100. Reimbursement for the Monroe County Move in-Move out Program are anticipated to decline with expense, \$69,300. Reduction in the distribution of OTB profits decreases revenue, \$60,000. Monroe County reimbursement for the operation of Emergency Communications increases to offset expense, \$31,100. The Underage Tobacco Enforcement grant expires decreasing revenue, \$24,000.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	14,122,600	12,642,300	-1,480,300

INTERFUND REVENUES & TRANSFERS

Interfund transfers consist of three categories:

1. Reimbursements to the General Fund for services provided to other operating funds. In these cases, the cost of services (motor equipment, telephone, etc.) are included in the General Fund as well as the appropriate non-General Fund. The reimbursements offset the General Fund expense. Revenues in this group include transfers from the Library Fund and Enterprise Funds.

2. Reimbursements to the General Fund from funds that are not included in the operating budget. Revenues in these funds are generally restricted and can be transferred to the General Fund only to the extent that eligible expenses are identified.

3. Beginning in 1994-95, transfers to the City School District to fund educational expenditures in accordance with the City Charter.

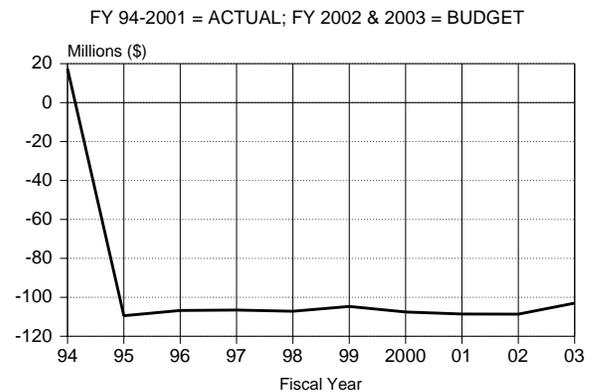
Major Change

Transfer from the Premium and Interest Fund is increased to offset debt expenses and to balance the budget, \$5,187,900. Transfer of funds to the City School District decreases, \$1,200,000. Transfer from Enterprise and Special Funds to reimburse the General Fund for the cost of services decreases, \$974,200. Transfer from the Tax Repayment Fund increases, \$632,900. Transfer from the Seized Property Fund decreases, \$222,500. Transfers from the Tax Relief Fund and the Property Clerk Fund decrease due to lack of available balances, \$102,200. Transfer from the Retirement reserve decreases in accordance with the payment schedule, \$71,800. Net of other changes increases revenue, \$2,400.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	-108,645,700	-102,993,200	5,652,500

INTERFUND REVENUE



REVENUE SUMMARY DESCRIPTIONS & CHANGES

ANIMAL CONTROL FUND

Under Article 7 of the New York Agriculture and Markets Law, all expenditures and revenues associated with the licensing and impounding of animals must be recorded in a special fund. Accordingly, the Animal Control Fund includes revenues from the sale of dog licenses, fines for unlicensed dogs, and operating revenues from the Animal Control Center. Since the Animal Control Fund does not generate sufficient revenues to cover expenses, a portion of the property tax is allocated to this fund.

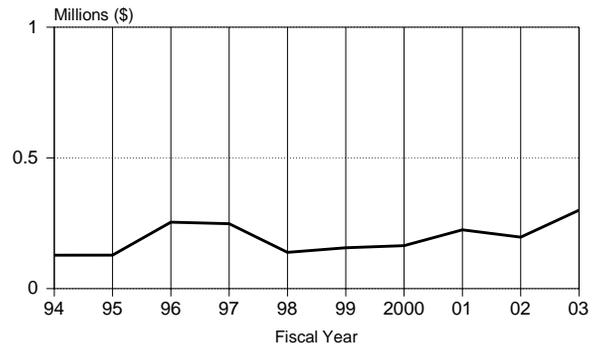
Major Change

Operating revenues are anticipated to increase, \$76,800.
Transfer from Premium and Interest is initiated, \$28,800.

Interest earnings decline decreasing revenue, \$2,500. Increasing operating revenues result in a decrease in property tax support, \$109,200.

ANIMAL CONTROL FUND

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



Year-to-Year Comparison

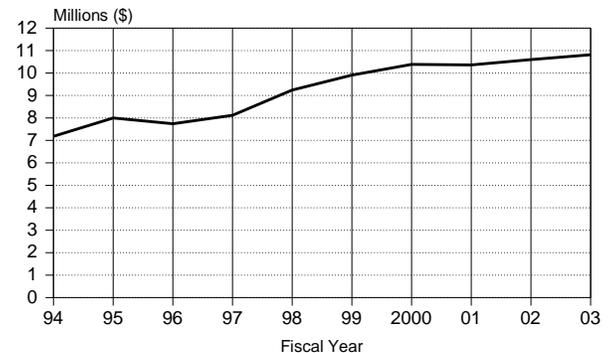
	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Operating Revenue	196,800	299,900	103,100
Property Tax Allocation	<u>1,004,700</u>	<u>895,500</u>	<u>-109,200</u>
	1,201,500	1,195,400	-6,100

LIBRARY FUND

Section 259 of the New York State Education Law requires that all revenues generated from library operations be recorded in a special fund. Revenues associated with the operation of the Central Library and 10 branch libraries include Monroe County reimbursement for the Central Library, reimbursements from the Monroe County Library System (MCLS) for library material processing and inter-library loan services, State aid and grants, and miscellaneous income. These revenues are not sufficient to cover library costs; therefore, a portion of the property tax is allocated to this fund.

LIBRARY FUND

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



Major Change

Transfers from Premium and Interest and Appropriation from Fund Balance are initiated increasing revenue, \$362,300 and \$150,000, respectively. Library charges decrease primarily due to a reduction in MCLS reimbursements decreasing revenue, \$165,400. State aid to the Library decreases, \$120,000. Net of other changes decreases revenues, \$11,900. A decrease in property tax support is required, \$796,100.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Operating Revenue	10,598,700	10,813,700	215,000
Property Tax Allocation	<u>4,842,100</u>	<u>4,046,000</u>	<u>-796,100</u>
Total	15,440,800	14,859,700	-581,100

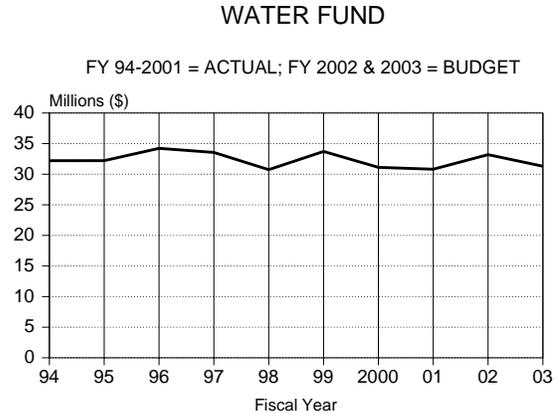
REVENUE SUMMARY DESCRIPTIONS & CHANGES

WATER FUND

This fund records the expenses and revenues of the Water enterprise, which provides potable water for domestic and commercial use and for fire protection purposes. Revenues are generated by metered water sales, sales to other municipalities, various service charges and wholesale water sales to the Monroe County Water Authority (MCWA). Most customers are billed quarterly, except for high volume users that are billed monthly.

Major Change

The appropriation from fund balance is reduced \$1,746,700. The transfer from Premium and Interest is increased to offset associated debt service costs, \$461,800. A decrease in the number of water accounts and the collection rate decreases revenue, \$500,000. Lower interest rates decreases interest earnings revenue, \$52,100. MCWA reimbursements decrease according to the payment schedule, \$25,700. Delinquent collections revenue is anticipated to decrease based on a lower collection rate, \$24,800. Net of other changes decreases revenue, \$1,900.



Year-to-Year Comparison

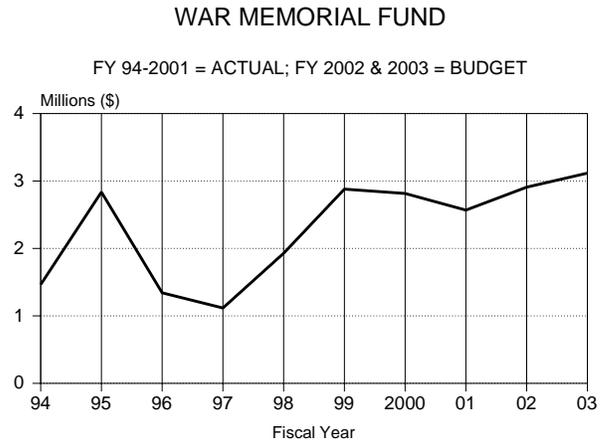
	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	33,194,100	31,304,700	-1,889,400

WAR MEMORIAL FUND

This fund records the expenses and revenues from the Blue Cross Arena at the War Memorial. The Arena is operated by a private contractor from whom the City receives a ticket surcharge, a percent of concession receipts, and reimbursement for utility expenses. The City also receives funds from naming rights of the facility. A share of receipts from the City's portion of the Hotel/Motel Occupancy Tax is credited to this fund.

Major Change

An increase in the transfer from the Premium and Interest Fund increases to offset associated debt service costs, \$278,500. Scoreboard Sponsorships increase revenue, \$125,000. Receipts from the Hotel/Motel Tax are anticipated to decrease, \$99,100. War Memorial revenue is projected to decrease \$92,600. Lower interest rates decrease interest earnings revenue, \$3,200. These changes enable a decrease in property tax support, \$426,700.



Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Operating Revenue	2,908,000	3,116,600	208,600
Property Tax	<u>603,300</u>	<u>176,600</u>	<u>-426,700</u>
	3,511,300	3,293,200	-218,100

PARKING FUND

Revenues in this fund are generated from nine downtown parking garages, eighteen surface lots, and on-street parking meters. Most facilities, including all of the garages except Midtown Garage, are operated by private contractors who pay a percentage of operating revenue to the City. The Cultural Center Commission reimburses the City for administrative expenses associated with the City's oversight of the East End Garage.

Major Change

Ramp garage revenue decreases due primarily to Midtown Garage operation and the delayed development of the area surround the High Falls Parking Garage, \$1,596,800. A

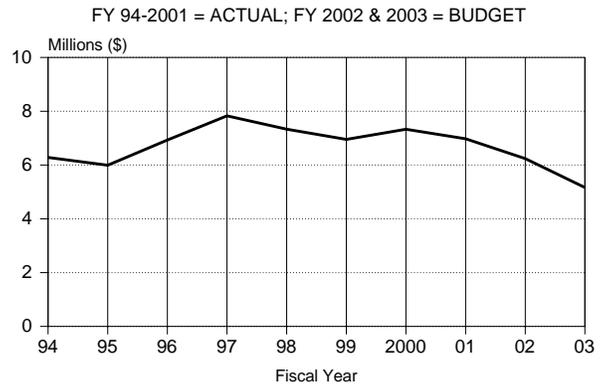
proposed rate increase for monthly ramp parking increases revenue, \$421,600. Parking lot revenue increases due to reconfigured parking lots and construction projects ending, \$140,700. An appropriation of fund balance and a transfer from the Premium and Interest Fund are added to balance the fund, \$96,500 and \$38,300, respectively. The replacement of vandalized meters increases meter revenue, \$51,800. Lower interest rates decrease interest earnings revenue, \$23,800. Net of other changes increases revenue, \$8,300.

City Council reduced the proposed rate increase, reducing revenues estimates, \$210,400.

Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
6,238,800	5,165,400	-1,073,400

PARKING FUND



CEMETERY FUND

The City owns and operates two cemeteries, Mt. Hope and Riverside. Revenues in the Cemetery Fund are received from the sale of single graves, lots, mausoleums, interments, burial service charges, crematory charges, and interest earned on funds set aside for perpetual care.

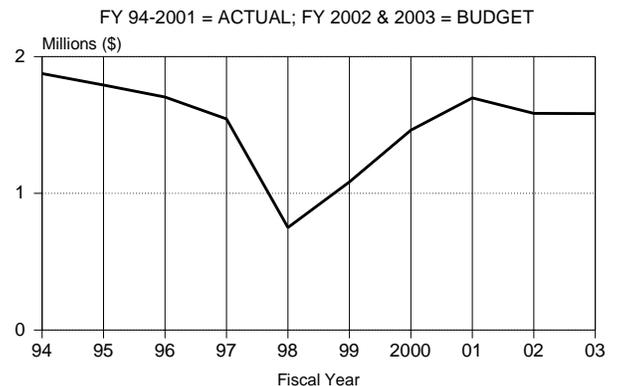
Major Change

Sales of lots, lawn crypts, markers, mausoleums, and urns are projected to increase, \$342,600. Lower interest rates decreases interest earnings revenue, \$153,100. Fund balance is depleted decreasing revenue, \$150,000. Mt. Hope Gate House grant expires decreasing revenue, \$47,200. Net of other changes increases revenue, \$5,800. These changes necessitate an increase in property tax support, \$63,800.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Operating Revenue	1,585,100	1,583,200	-1,900
Property Tax Allocation	<u>341,300</u>	<u>405,100</u>	<u>63,800</u>
Total	1,926,400	1,988,300	61,900

CEMETERY FUND



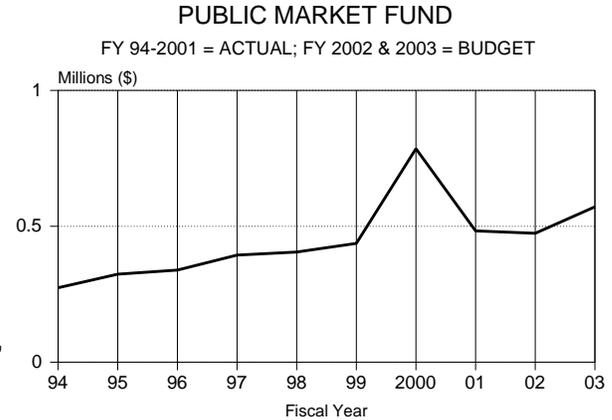
REVENUE SUMMARY DESCRIPTIONS & CHANGES

PUBLIC MARKET FUND

A farmers' market, consisting of two open sheds and one enclosed shed, is owned and operated by the City. Rental of shed space occurs on an annual, semi-annual, or daily basis.

Major Change

A transfer from Premium and Interest Fund is initiated, \$67,700. Market fee revenue is projected to increase, \$32,800. Lower interest rates decreases interest earnings revenue, \$3,100. Net of other changes decreases revenue, \$100. An increase in property tax support is necessary to fund increased debt service costs, \$169,700.



Year-to-Year Comparison

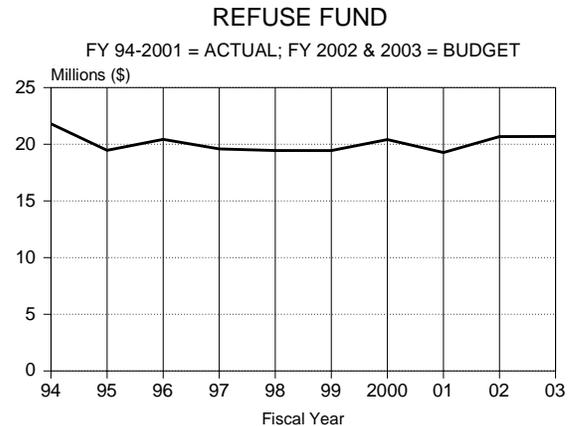
	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Operating Revenue	474,300	571,600	97,300
Property Tax Allocation	<u>270,800</u>	<u>440,500</u>	<u>169,700</u>
Total	745,100	1,012,100	267,000

REFUSE FUND

Rochester's refuse collection and disposal costs are financed principally from the proceeds of user fees. Separate rates are charged for residential and commercial services. Residential fees are included with property tax bills, and commercial accounts receive separate quarterly bills.

Major Change

A proposed 12% rate increase results in a net increase in residential collection revenue to balance the fund, \$1,575,200. An appropriation of fund balance is eliminated, \$1,469,600. Lower interest rates decreases interest earnings revenue, \$74,800. A higher collection rate on delinquent accounts is estimated increasing revenue, \$50,000. Commercial refuse collections revenue is estimated to decreased based on prior years, \$40,000. Less surplus equipment decreases sale of scrap revenue, \$25,000. Net of other changes decreases revenue, \$5,300.



Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	20,676,200	20,686,700	10,500

**REVENUE SUMMARY
DESCRIPTIONS & CHANGES**

LOCAL WORKS FUND

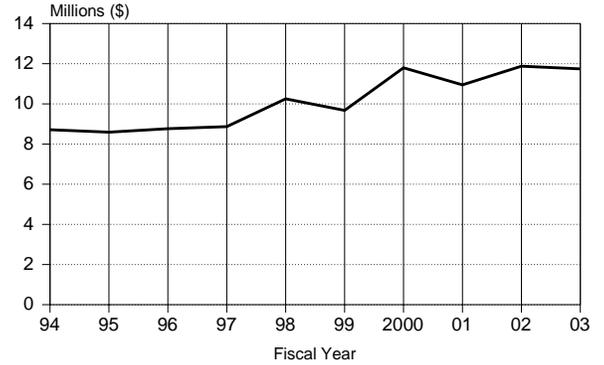
Revenues to support street cleaning, snow and ice control services, and hazardous sidewalk replacement are derived from front footage assessments. These assessments are charged with the property tax bill. Other revenues include reimbursements from New York State for snow and ice control on highways and, if required, an appropriation from the Local Works fund balance.

Major Change

Lower interest rates decreases interest earnings revenue, \$193,100. Sale of scrap is estimated to increase revenue, \$30,000. A larger projected delinquent balance increases delinquent collections, \$26,700. Net of other changes increases revenue, \$900.

LOCAL WORKS FUND

FY 94-2001 = ACTUAL; FY 2002 & 2003 = BUDGET



Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	11,877,700	11,742,200	-135,500

**REVENUE SUMMARY
REVENUE ESTIMATES**

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
GENERAL FUND				
TAXES				
Property Tax (City & School)	115,188,560	109,650,600	109,225,900	114,882,700
Delinquent and Supplemental Taxes	3,740,113	5,102,700	4,855,000	4,295,800
In-Lieu-of-Tax Payments	11,776,455	11,120,300	11,157,100	11,077,300
Interest Penalties	3,446,447	3,175,000	3,335,000	3,124,400
Sales Tax	110,217,075	110,600,000	110,949,200	111,380,000
Utilities Gross Receipts Tax	11,094,484	10,100,000	9,911,000	10,100,000
Mortgage Tax	<u>1,764,296</u>	<u>1,800,000</u>	<u>1,600,000</u>	<u>1,600,000</u>
	257,227,430	251,548,600	251,033,200	256,460,200
DEPARTMENTAL INCOME				
Police Fees	1,078,521	1,030,900	1,031,100	1,062,000
Fire Fees	419,822	475,900	384,400	576,000
Finance Fees	355,219	308,100	308,000	387,000
Repairs & Clean-up Fees	264,137	180,000	230,000	195,000
Parks & Recreation Fees	1,064,490	1,069,500	1,076,500	1,086,400
Zoning Fees	53,233	54,000	68,900	56,000
Charges for Service	382,137	348,500	332,400	599,000
Other Dept. Income	<u>930,172</u>	<u>741,200</u>	<u>813,900</u>	<u>978,000</u>
	4,547,731	4,208,100	4,245,200	4,939,400
USE OF MONEY & PROPERTY				
Interest Earnings	4,173,429	1,847,600	2,625,600	1,610,400
Rental of Real Property	<u>426,938</u>	<u>158,700</u>	<u>170,800</u>	<u>161,100</u>
	4,600,367	2,006,300	2,796,400	1,771,500
FINES & FORFEITURES				
City Court Fines	90,057	115,400	110,000	115,400
Moving Violations	427,311	738,000	800,000	751,000
Parking Violations	3,162,378	2,695,000	2,695,000	2,695,000
Municipal Code Fines	704,078	745,000	800,000	800,000
Housing Court Fines	1,606	2,000	0	0
Miscellaneous	<u>6,182</u>	<u>1,600</u>	<u>1,600</u>	<u>1,400</u>
	4,391,612	4,297,000	4,406,600	4,362,800
LICENSES & PERMITS				
Business & Occupational Licenses	154,325	160,000	160,000	227,500
Bingo Licenses	46,010	45,000	47,800	45,000
Professional Licenses	44,657	267,200	267,200	40,400
Other Licenses	53,826	50,400	50,300	49,300
Building Permits	993,166	837,200	874,000	1,094,700
Street Opening Permits	<u>283,236</u>	<u>230,000</u>	<u>260,800</u>	<u>296,900</u>
	1,575,220	1,589,800	1,660,100	1,753,800
SALE OF PROPERTY & COMPENSATION FOR LOSS				
Sale of Scrap	223,086	85,000	112,000	75,000
Sale of Real Property	836,200	950,000	600,000	500,000
Sale of Unclaimed Property	198,880	182,200	275,600	204,200
Other Compensation for Loss	<u>195,275</u>	<u>126,000</u>	<u>121,900</u>	<u>145,000</u>
	1,453,441	1,343,200	1,109,500	924,200

REVENUE SUMMARY
REVENUE ESTIMATES

1-19

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
MISCELLANEOUS				
Refund - Prior Year's Expense	377,984	175,000	175,000	175,000
General Fund Surplus	3,108,000	3,119,000	3,119,000	3,412,000
Cable TV Franchise Revenue	1,437,710	1,500,000	1,475,000	1,500,000
Miscellaneous	<u>840,392</u>	<u>400,000</u>	<u>400,000</u>	<u>400,000</u>
	5,764,086	5,194,000	5,169,000	5,487,000
INTERGOVERNMENTAL - NEW YORK STATE				
General Purpose State Aid	19,371,744	19,371,700	19,371,700	19,371,700
Emergency Financial Aid	5,642,685	5,642,700	5,642,700	5,642,700
Emergency Financial Assistance	1,264,042	1,264,000	1,264,000	1,264,000
Supplemental Municipal Aid	21,330,268	21,330,200	21,330,200	21,330,200
STAR	9,186,455	13,005,600	13,018,500	13,723,700
Youth Aid	211,051	219,000	219,000	207,000
Local Aid to Law Enforcement	364,353	0	0	0
Consolidated Highway Improvements	2,200,000	2,349,300	2,360,500	2,349,000
Miscellaneous	<u>1,797,454</u>	<u>1,336,800</u>	<u>1,311,400</u>	<u>782,700</u>
	61,368,052	64,519,300	64,518,000	64,671,000
INTERGOVERNMENTAL - FEDERAL				
Job Training Partnership Act	140,036	0	0	0
Welfare to Work Program	37,423	0	0	0
Workforce Investment Act	172,046	0	0	0
Community Development Block Grant	4,413,257	4,716,500	4,770,200	4,754,400
Federal Nutrition	560,707	495,400	531,200	492,300
Crime Bill	1,353,294	1,568,200	1,720,200	1,317,700
Law Enforcement Block Grant	211,417	194,500	194,500	221,200
Weed & Seed Grant	159,019	115,000	115,000	84,700
Anti-Violence Grant	78,125	30,000	30,000	0
Metro. Medical Response	120,000	302,400	302,400	177,600
HUD-Emergency Shelter Grant	20,700	20,700	20,700	20,600
Transportation Grants	395,679	292,900	292,900	292,900
Miscellaneous	<u>37,274</u>	<u>243,100</u>	<u>238,100</u>	<u>168,200</u>
	7,698,977	7,978,700	8,215,200	7,529,600
INTERGOVERNMENTAL - OTHER				
Off Track Betting	459,898	380,000	440,000	380,000
Monroe County Reimbursements:				
Pure Waters Agency Sewer Debt	2,106,698	1,928,300	1,928,300	1,094,300
Emergency Communications	8,874,741	9,086,800	9,188,600	9,219,700
Police Services-Firearms Instruction	111,350	111,300	111,300	55,700
Downtown Public Safety	550,000	550,000	550,000	550,000
Public Safety Training-Ammunition	17,380	17,400	17,400	0
Traffic Shares	555,813	357,000	357,000	126,000
STOP-DWI	238,711	189,000	221,000	188,000
Hotel/Motel Tax (Convention Center)	823,814	727,900	835,000	747,900
Miscellaneous	<u>66,691</u>	<u>594,400</u>	<u>474,000</u>	<u>280,700</u>
	13,805,096	13,942,100	14,122,600	12,642,300

**REVENUE SUMMARY
REVENUE ESTIMATES**

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
INTERFUND REVENUE & TRANSFERS				
City School District	-127,300,000	-127,300,000	-127,300,000	-126,100,000
Water Fund	4,678,500	4,678,500	4,678,500	4,678,500
Special & Enterprise Funds	8,291,398	8,530,800	8,580,800	7,606,600
Street Lighting Districts	28,932	28,900	28,900	28,900
Premium & Interest Fund	820,500	789,000	789,000	5,976,900
Foreign Insurance Fund	380,000	380,000	380,000	380,000
Cultural District	71,164	72,500	72,500	67,500
HUD Asset Control Fund	122,956	140,300	140,300	145,000
Downtown Enhancement District	682,049	567,000	567,700	572,100
Downtown Guide District	295,637	316,000	316,000	315,000
Retirement Reserve	1,581,800	1,510,200	1,510,200	1,438,400
Seized Property Fund	382,000	322,500	322,500	100,000
Port Fund	0	4,000	4,000	0
Care & Embellishment Fund	31,700	32,300	32,300	35,600
Property Clerk Fund	0	40,000	40,000	0
Tax Repayment Fund	1,127,700	1,129,400	1,129,400	1,762,300
Tax Relief Fund	<u>238,400</u>	<u>62,200</u>	<u>62,200</u>	<u>0</u>
	-108,567,264	-108,696,400	-108,645,700	-102,993,200
GENERAL FUND TOTAL	253,864,748	247,930,700	248,630,100	257,548,600
SPECIAL FUNDS				
ANIMAL CONTROL				
Animal Control Center Fees	108,689	144,300	95,300	172,000
Dog Licenses	39,408	41,800	41,800	40,900
Animal Fines	49,194	45,600	48,000	49,000
Miscellaneous	27,626	11,000	0	0
Interest Earnings	0	0	11,700	9,200
Trans. Premium & Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>28,800</u>
	224,917	242,700	196,800	299,900
Property Tax	<u>764,658</u>	<u>820,600</u>	<u>1,004,700</u>	<u>895,500</u>
	989,575	1,063,300	1,201,500	1,195,400
LIBRARY				
Library Charges	1,710,322	1,772,500	1,998,700	1,833,300
County Reimbursement	7,400,000	7,400,000	7,400,000	7,400,000
State Aid	962,433	1,036,500	1,025,500	905,500
Rundel Foundation	165,275	159,100	159,100	147,900
Trans. from Retirement Reserve	16,300	15,400	15,400	14,700
Interest Earnings	-13,814	0	0	0
Miscellaneous	119,599	0	0	0
Appropriation of Fund Balance	0	0	0	150,000
Trans. Premium & Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>362,300</u>
	10,360,115	10,383,500	10,598,700	10,813,700
Property Tax	<u>4,382,960</u>	<u>4,639,100</u>	<u>4,842,100</u>	<u>4,046,000</u>
	14,743,075	15,022,600	15,440,800	14,859,700
SPECIAL FUNDS TOTAL	15,732,650	16,085,900	16,642,300	16,055,100

REVENUE SUMMARY
REVENUE ESTIMATES

1-21

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
ENTERPRISE FUNDS				
WATER				
Metered Water Sales	23,455,288	24,000,000	24,500,000	24,000,000
Upland Sales	1,945,375	1,695,000	2,000,000	1,985,500
Other Municipalities	249,941	286,400	272,600	286,000
Delinquent Collections	1,050,075	1,034,600	1,014,800	990,000
Service Charges	290,911	250,000	205,000	250,000
Interest and Penalties	1,192,156	1,150,000	1,150,000	1,150,000
Interest Earnings	157,329	119,000	119,900	67,800
Trans. from Retirement Reserve	41,600	39,600	39,600	37,800
MCWA Reimbursements	1,329,704	1,304,000	1,304,000	1,278,300
Refund Prior Years Expense	90,524	98,800	98,800	96,400
Miscellaneous	319,322	150,700	178,500	136,900
Trans. Premium & Interest	380,500	407,400	407,400	869,200
Appropriation of Fund Balance	<u>315,000</u>	<u>1,903,500</u>	<u>1,903,500</u>	<u>156,800</u>
	30,817,725	32,439,000	33,194,100	31,304,700
WAR MEMORIAL				
Hotel/Motel Tax	919,467	828,200	950,200	851,100
War Memorial Revenue	1,631,588	1,260,000	1,645,500	1,677,900
Interest Earnings	16,798	10,000	11,700	8,500
Trans. from Retirement Reserve	700	600	600	600
Trans. Premium & Interest	<u>0</u>	<u>300,000</u>	<u>300,000</u>	<u>578,500</u>
	2,568,553	2,398,800	2,908,000	3,116,600
Property Tax	<u>948,820</u>	<u>1,044,600</u>	<u>603,300</u>	<u>176,600</u>
	3,517,373	3,443,400	3,511,300	3,293,200
PARKING				
Parking Ramps	4,732,320	4,106,200	4,738,100	3,352,900
Parking Lots	515,412	471,500	411,500	552,200
Meters	564,811	575,800	539,000	590,800
East End Garage	18,903	18,900	18,700	19,300
Parking Fines	252,839	218,500	218,500	218,500
Interest Earnings	94,474	63,300	63,300	39,500
Trans. Premium & Interest	66,300	0	0	38,300
Trans. from Retirement Reserve	800	800	800	700
Miscellaneous	298,460	229,900	248,900	256,700
Appropriation of Fund Balance	<u>432,000</u>	<u>0</u>	<u>0</u>	<u>96,500</u>
	6,976,319	5,684,900	6,238,800	5,165,400

**REVENUE SUMMARY
REVENUE ESTIMATES**

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
CEMETERY				
Sale of Lawn Crypts	33,549	151,500	4,000	40,000
Sale of Cemetery Lots	581,015	461,900	445,000	500,000
Service Charges	391,148	408,200	393,800	399,700
Mausoleum Sales	104,200	279,700	105,000	235,000
Sale of Foundations, Markers and Urns	189,039	327,300	122,400	244,000
Interest Earnings	320,692	108,000	273,700	120,600
Private Grants	35,000	0	42,000	42,000
Appropriation of Fund Balance	15,000	150,000	150,000	0
Trans. from Retirement Reserve	2,100	2,000	2,000	1,900
Miscellaneous	<u>26,153</u>	<u>47,200</u>	<u>47,200</u>	<u>0</u>
	1,697,896	1,935,800	1,585,100	1,583,200
Property Tax	<u>66,260</u>	<u>54,200</u>	<u>341,300</u>	<u>405,100</u>
	1,764,156	1,990,000	1,926,400	1,988,300
PUBLIC MARKET				
Market Fees	432,627	452,700	436,000	468,800
Embellishment Fees	32,177	32,100	32,100	32,100
Interest Earnings	3,289	1,200	5,300	2,200
Trans. from Retirement Reserve	900	900	900	800
Miscellaneous	14,157	0	0	0
Trans. Premium & Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>67,700</u>
	483,150	486,900	474,300	571,600
Property Tax	<u>220,464</u>	<u>310,900</u>	<u>270,800</u>	<u>440,500</u>
	703,614	797,800	745,100	1,012,100
REFUSE COLLECTION				
Residential Charges	14,310,555	14,200,000	14,300,000	15,875,200
Commercial Charges	3,230,395	3,400,500	3,440,000	3,400,000
Delinquent Collections	1,202,855	1,200,000	1,150,000	1,200,000
Interest Earnings	299,739	135,200	161,800	87,000
Sale of Scrap	133,538	100,000	100,000	75,000
State Grant	21,850	0	0	0
Trans. from Retirement Reserve	39,300	37,500	37,500	35,700
Miscellaneous	31,261	15,000	17,300	13,800
Appropriation of Fund Balance	<u>0</u>	<u>1,469,600</u>	<u>1,469,600</u>	<u>0</u>
	19,269,493	20,557,800	20,676,200	20,686,700

REVENUE SUMMARY
REVENUE ESTIMATES

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
LOCAL WORKS				
Current Collections	9,428,282	10,860,000	10,944,000	10,944,000
Delinquent Collections	554,325	585,000	533,300	560,000
Interest Earnings	405,713	114,500	319,300	126,200
Sale of Scrap	0	40,000	40,000	70,000
State Reimbursement-Snow & Ice Control	33,471	33,000	31,700	33,000
Trans. from Retirement Reserve	10,000	9,400	9,400	9,000
Miscellaneous	19,459	23,100	0	0
Appropriation of Fund Balance	<u>496,700</u>	<u>0</u>	<u>0</u>	<u>0</u>
	10,947,950	11,665,000	11,877,700	11,742,200
ENTERPRISE FUNDS TOTAL	73,996,630	76,577,900	78,169,600	75,192,600
TOTAL - ALL FUNDS	343,594,028	340,594,500	343,442,000	348,796,300

REVENUE SUMMARY PROPERTY TAX COMPUTATION & ANALYSIS

The property tax is the single largest source of revenue to the City. The fundamental equation for the property tax is: (Tax Rate x Assessed Value) = Tax Levy. In Rochester, this fundamental equation is modified in two significant ways.

First, according to Article 19 of the New York State Real Property Tax Law, Rochester's levy is apportioned between Homestead and Non-Homestead classes of property. (Homestead properties, generally, are one, two, and three family residences. Non-Homestead properties are all others.) That is, separate tax rates for Homestead and Non-Homestead properties are applied to the separate assessment rolls for each class of property. The following display distinguishes the tax information for each class of property. The apportionment of the levy between the classes reflects the state mandated adjustment as calculated by the formula specified by Article 19. This adjustment occurs from year to year and is commonly called "the Shift".

Secondly, because the Rochester City School District is not permitted under law to levy a property tax, the City does so on behalf of the District for funding education purposes. The City also levies a property tax on its own behalf for funding municipal government purposes. While technically two separate tax levies (and, due to differing exemption provisions, based upon separate and unequal assessment rolls), the City and School property tax collections are accounted for within the City Budget as a combined total. The District receives its portion of the taxes collected and other revenue received by the City subject to a revenue sharing agreement between the City and the District. This distribution is displayed as an interfund transfer ("Negative Revenue") elsewhere in the Revenue Summary. The following display shows the combination of the separate City and School tax rates and impacts in a consolidated presentation. It is this consolidated rate that is most commonly referred to in discussion of the "City property tax." Detailed information on the calculation of each property tax follows.

The 2002-03 STAR revenue of \$13,723,700 is subtracted from tax levy prior to billing after the tax rate has been determined. Only eligible taxpayers receive the STAR benefit.

PROPERTY TAX RATES & BURDENS

The assessed value for an typical single family residence (Homestead) is \$54,900 in 2002-03. The assessed value for a typical commercial property (Non-Homestead) is \$229,100 in 2002-03.

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>	<u>Percent Change</u>
TAX RATE (per \$1,000)				
Homestead Class				
- City	6.01	6.33	0.32	5.32%
- School	<u>13.46</u>	<u>14.19</u>	<u>0.73</u>	5.42%
Total	19.47	20.52	1.05	5.39%
Non-Homestead Class				
- City	12.89	13.38	0.49	3.80%
- School	<u>29.54</u>	<u>30.66</u>	<u>1.12</u>	3.79%
Total	42.43	44.04	1.61	3.79%
TAX BURDEN				
Single Family Residence				
- City	\$329.95	\$347.52	\$17.57	5.33%
- School	<u>\$738.95</u>	<u>\$779.03</u>	<u>\$40.08</u>	5.42%
Total	\$1,068.90	\$1,126.55	\$57.65	5.39%
Commercial Property				
- City	\$2,953.10	\$3,065.36	\$112.26	3.80%
- School	<u>\$6,767.61</u>	<u>\$7,024.21</u>	<u>\$256.60</u>	3.79%
Total	\$9,720.71	\$10,089.57	\$368.86	3.79%

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

COMPUTATION OF CITY 2002-03 PROPERTY TAX LEVY

	<u>Current Operations</u>	<u>Cash Capital</u>	<u>Debt Service</u>	<u>Total</u>
EXPENSE				
Operating	293,754,900			293,754,900
Cash Capital		20,426,000		20,426,000
Debt Service			34,615,400	34,615,400
Tax Reserve	<u>1,035,565</u>	<u>593,593</u>	<u>750,002</u>	<u>2,379,160</u>
Total	294,790,465	21,019,593	35,365,402	351,175,460
REVENUE				
Operating	275,961,997			275,961,997
Cash Capital		10,227,000		10,227,000
Debt Service			<u>21,729,000</u>	<u>21,729,000</u>
Total	<u>275,961,997</u>	<u>10,227,000</u>	<u>21,729,000</u>	<u>307,917,997</u>
TOTAL TAX LEVY	18,828,468	10,792,593	13,636,402	43,257,463
Homestead (41.03720%)*				17,751,652
Non-Homestead (58.96280%)*				25,505,811
ASSESSED VALUE				4,709,170,367
Homestead				2,803,014,721
Non-Homestead				1,906,155,646
TAX RATE				
Homestead	3.56	1.66	1.11	6.33
Non-Homestead	7.55	3.52	2.35	13.38

*In accordance with the New York State Real Property Tax Law, the levy is apportioned between the Homestead and the Non-Homestead classes.

The 2002-03 apportionment reflects the state mandated adjustment as calculated by the formula specified by Article 19.

The 2001-02 Homestead and Non-Homestead apportionment was 40.61645% and 59.38355% respectively.

**REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS**

COMPUTATION OF SCHOOL 2002-03 PROPERTY TAX LEVY

Expenses and revenues related to the City School District are located within the School District Budget, not the City Budget. Exceptions are: (1.) the City's \$126.1 million dollar funding of the District (shown as a negative fund transfer in the City's Revenue Summary) and (2.) the property tax collection estimate within the City Budget that represents collection of City and School taxes. The current revenue allocation displayed below reflects the \$126.1 million dollars less anticipated receipt of School taxes. A portion of the debt service revenue allocation listed below is debt service that is treated as a current expense (i.e. Early Retirement Debt Service, Revenue Anticipation Notes, and debt related to the Hurd Decision

	<u>Current Operations</u>	<u>Cash Capital</u>	<u>Debt Service</u>	<u>Total</u>
EXPENSE				
Operating	95,550,751	8,212,583	24,193,131	127,956,465
Cash Capital				0
Debt Service				0
Tax Reserve	<u>3,992,331</u>	<u>477,981</u>	<u>982,649</u>	<u>5,452,961</u>
Total	99,543,082	8,690,564	25,175,780	133,409,426
REVENUE				
Operating	26,955,263			26,955,263
Cash Capital				0
Debt Service*			<u>7,309,426</u>	<u>7,309,426</u>
Total	26,955,263	0	7,309,426	34,264,689
TOTAL TAX LEVY	72,587,819	8,690,564	17,866,354	99,144,737
Homestead (41.03720%)**				40,686,224
Non-Homestead (58.96280%)**				58,458,512
ASSESSED VALUE				4,773,884,253
Homestead				2,867,202,519
Non-Homestead				1,906,681,734
TAX RATE				
Homestead	9.72	1.58	2.16	14.19
Non-Homestead	21.44	3.42	4.68	30.66

*Revenues and debt exclusions are recorded here. Revenues related to City School District debt are located within the School District Budget not the City Budget.

**In accordance with the New York State Real Property Tax Law, the levy is apportioned between the Homestead and the Non-Homestead classes.

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

COMPUTATION OF PROPERTY TAX REVENUE FOR THE GENERAL FUND
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City Property Tax Levy	43,257,463
School Property Tax Levy	99,144,737
Total Property Tax Levy	142,402,200
Less: Allowance for Uncollectables (Tax Reserve)	7,832,121
Less: STAR Revenue	13,723,700
Combined City and School Property Tax Revenue	120,846,379
Distributions from the General Fund Property Tax Revenue to non-self supporting Special and Enterprise Funds:	
Animal Control Fund	895,500
Library Fund	4,046,000
War Memorial Fund	176,600
Cemetery Fund	405,100
Public Market Fund	440,500
Net General Fund Property Tax Revenue	114,882,679

**REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS**

STAR

Beginning in 1998-99 New York State enacted the School Tax Relief Program (STAR) within section 425 of the Real Property Tax Law. The program provides an exemption from property taxes for owner-occupied primary residences.

There are two types of STAR programs: The first, called Enhanced STAR, is only for property owners 65 years of age or older, with incomes of less than \$60,000. The second, called Basic STAR is for all other home owners regardless of age or income. The phase in is listed below:

Maximum Exemption

	<u>Enhanced Program</u>	<u>Basic Program</u>
1999-2000	\$50,000	\$10,000
2000-2001	\$50,000	\$20,000
2001-2002 and thereafter	\$50,000	\$30,000

Eligible property owners for the 2002-03 program receive up to a \$50,000 and \$30,000 assessment exemption for the Enhanced program and Basic program, respectively. Both values are adjusted by the equalization rate. For large cities with fiscally dependent school districts, the enacting legislation assumed 67% of the combined tax rate to be for school purposes. For 2002-03 the maximum assessed value exemption for an eligible property owner under the Enhanced program is \$33,500 ($\$50,000 \times 0.67 \times 1 = \$33,500$). For 2002-03 the maximum assessed value exemption for an eligible property owner under the Basic program is \$20,100 ($\$30,000 \times 0.67 \times 1 = \$20,100$). The \$33,500 and \$20,100 exemptions are applied against the combined City and School tax rate. Approximately 5,554 property owners will benefit from the Enhanced STAR program and 24,969 property owners for the Basic STAR program in 2002-03.

The actual calculation of the dollar savings from the STAR exemption is determined subsequent to the determination of the City and School tax rates. The revenue from the STAR program is not counted in determining the tax rates.

The process is as follows: First, the tax rates are determined. Second, eligible property owners receive a credit based upon the exemption. Third, the actual amount of the tax levy billed is reduced by the aggregate of the City and School exemption values applied against the City and School tax rates. Fourth, New York State reimburses the City for the reduced billing.

The calculation of the 2002-03 STAR revenue to be reimbursed from the state is as follows:

	Assessed Value Exemption	Tax Rates	STAR Revenue
City:			
Homestead	647,349,827	6.33	4,097,724
Non-Homestead	<u>5,455,011</u>	13.38	<u>72,988</u>
	652,804,838		4,170,712
School:			
Homestead	661,038,511	14.19	9,380,136
Non-Homestead	<u>5,554,918</u>	30.66	<u>170,314</u>
	666,593,429		9,550,450
Total	N/A	N/A	13,721,163

N/A - Not Applicable

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

ASSESSED VALUE – CHANGES

The City's municipal taxable assessed valuation for property tax levies changes by:

2002-03 Assessed Value	\$4,709,170,367
2001-02 Assessed Value	\$4,722,309,412
Change	\$-13,139,045
Percent Change	-0.28%

The change in taxable assessment is substantially attributable to the following:

Non-Homestead Assessment:

Special Franchise	29,390,551
Elmwood Manor Apartments	1,070,000
Triangle Building	475,000
15 Mathews St	445,000
Kodak Park	-10,000,000
Kodak Office	-7,244,000
Midtown Plaza	-3,265,000
Rochester Holding Corp	-1,650,000
Kodak Hawkeye	-1,397,000
Beechwood Nursing Home	-900,000
10-12 E. Main St	-650,000
Broadwing Comm. Services Inc.	-608,451
Non-Homestead Net other changes	<u>-13,938,131</u>
Subtotal	-8,272,031
Homestead Assessment :	
Decrease in Veterans Exemption	2,464,540
Homestead Net other changes	<u>-7,426,354</u>
Subtotal	-4,867,014
Total Assessment Change	<u>-13,139,045</u>

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

ASSESSSED VALUATION – HISTORIC

<u>Fiscal Year</u>	<u>General Municipal Purposes</u>	<u>Veterans Exemption*</u>	<u>Total School Purposes</u>	<u>Change from Prior Year</u>
2002-03	4,709,170,367	64,713,886	4,773,884,253	-15,603,585
2001-02	4,722,309,412	67,178,426	4,789,487,838	-12,918,711
2000-01	4,730,799,907	71,606,642	4,802,406,549	-241,838,994
1999-2000	4,968,556,948	75,688,595	5,044,245,543	-28,359,372
1998-99	4,988,153,242	84,451,673	5,072,604,915	-47,741,649
1997-98	5,031,843,192	88,503,372	5,120,346,564	-82,588,503
1996-97	5,111,770,403	91,164,664	5,202,935,067	-297,408,653
1995-96	5,403,091,007	97,748,618	5,500,839,625	-89,420,832
1994-95	5,487,419,595	102,840,862	5,590,260,457	-54,487,268
1993-94	5,531,254,204	107,359,847	5,638,614,051	-7,234,169

*Subject to School Purposes but not General Municipal Purposes.

REVENUE SUMMARY
PROPERTY TAX COMPUTATION & ANALYSIS

TAX COLLECTION EXPERIENCE

The following tables are all billings on the tax file. Items billed include: ad valorem taxes, residential refuse charges, local works charges, local improvements, property rehabilitation charges, municipal code fines, special assessment district charges, delinquent water charges, and supplemental and omitted taxes.

A. Current Taxes

<u>Fiscal Year</u>	<u>Tax Billed July 1</u>	<u>Current Collections</u>	<u>Percent of Levy</u>	<u>Tax Balances June 30*</u>
2001-02	160,731,647	146,245,433	91.77	13,123,245
2000-01	163,894,342	150,096,940	91.58	12,687,906
1999-2000	168,683,315	155,680,276	92.30	12,264,332
1998-99	169,603,948	156,697,127	92.39	12,027,564
1997-98	174,623,890	161,178,722	92.30	11,979,846
1996-97	176,468,490	162,672,917	92.20	12,634,627
1995-96	175,508,050	162,034,247	92.32	12,703,527
1994-95	173,542,290	161,175,931	92.87	12,136,243
1993-94	169,344,081	157,011,459	92.72	11,212,502

B. Delinquent Taxes

<u>Fiscal Year</u>	<u>Delinquent Tax Balances July 1</u>	<u>Delinquent Tax Collections</u>	<u>Percent of Delinquent Tax Balances</u>	<u>Delinquent Tax Balances June 30*</u>	<u>Total Tax Balances June 30**</u>
2001-02	21,911,683	9,951,536	47.14	9,782,447	22,000,000
2000-01	21,405,580	10,065,294	47.02	9,223,775	21,911,681
1999-2000	21,275,743	9,726,123	45.71	9,142,412	21,406,744
1998-99	20,558,498	10,059,828	48.93	9,248,145	21,275,709
1997-98	21,985,254	10,780,366	49.03	8,578,655	20,558,501
1996-97	21,309,238	10,138,303	47.60	9,350,627	21,985,254
1995-96	19,772,301	9,818,559	49.66	8,605,711	21,309,238
1994-95	17,797,081	9,616,139	54.03	7,636,057	19,772,300
1993-94	17,016,769	10,020,133	58.88	6,584,579	17,787,081

*Current and delinquent tax balances on June 30 reflect the beginning balances less collections and adjustments for cancellations.

**Total tax balances is the sum of current and delinquent balances at June 30.

REVENUE SUMMARY PROPERTY TAX COMPUTATION & ANALYSIS

CONSTITUTIONAL OPERATING TAX LIMIT

The State Constitution, Article VIII, Section 10, limits the maximum amount of real property taxes that can be raised for operating purposes. The limit is two percent of the five-year average of full valuation of taxable real property. The total taxable assessed valuation for school purposes is the assessed value used for this calculation. The limit pertains to cities of 125,000 or more inhabitants, except New York City, which has a limit of two and one-half percent.

The levy subject to the limit is equal to the total tax levy (City and School) minus appropriations for debt service (with a few exceptions) and budgetary appropriations for which a period of probable usefulness has been determined by law (Cash Capital).

The State Constitution also limits the maximum amount of real property taxes raised for debt service. This is described within the Capital section of the City Budget.

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Equalization Ratio</u>	<u>Full Assessed Valuation</u>
2002-03	4,773,884,253	105.41	4,528,872,264
2001-02	4,789,487,838	102.67	4,664,934,098
2000-01	4,802,406,549	101.07	4,751,564,806
1999-2000	5,044,245,543	106.03	4,757,375,783
1998-99	5,072,604,915	99.3	5,108,363,459
	Five Year Total		23,811,110,410
	Five Year Average		4,762,222,082
	Constitutional Percentage		0.02
	Constitutional Limit		95,244,442

CONSTITUTIONAL TAX LIMIT & MARGIN HISTORIC

The following table contains the historical trend of the City's tax limit for operating purposes and the amount of the limit used. The amount of limit used is calculated by adding City and School operating levies and then subtracting Water Fund debt service. The tax margin is calculated by subtracting the amount used from the limit.

<u>Fiscal Year</u>	<u>Limit</u>	<u>Amount Used</u>	<u>Tax Margin</u>
2002-03	95,244,442	84,533,287	10,711,155
2001-02	97,037,612	58,253,768	38,783,844
2000-01	99,609,567	51,975,217	47,634,350
1999-2000	107,132,525	59,073,650	48,058,875
1998-99	131,836,106	64,461,526	67,374,580
1997-98	127,018,640	79,418,423	47,600,217
1996-97	123,743,096	79,065,001	44,678,095
1995-96	125,036,941	96,597,775	28,439,166
1994-95	153,694,935	93,420,870	60,274,065
1993-94	160,278,051	99,812,342	60,465,709

REVENUE SUMMARY
APPLICATION OF REVENUE BY UNIT

Beginning on the next page is an informational display of revenues for each major department or unit and the major category of revenue by fund. This display distributes revenues to the department to which they are most closely related. In this fashion, a sense of the overall revenue level for a given function can be approximated.

REVENUE SUMMARY

APPLICATION OF REVENUE BY UNIT

	Council and Clerk	Administration	Law	Finance	Community Development	Economic Development	Environmental Services	ECD
General Fund								
Property Tax							5,219,200	
Other Taxes							742,300	5,800
Departmental Income	11,000	127,100		269,400	131,400	27,200		
Use of Money and Property				100,000	89,000			
Fines and Forfeiture		600,000		873,800				
Licenses and Permits	101,500	169,500			1,031,000		296,900	
Sale of Property & Comp.		10,000	120,000	75,000	500,000		25,000	
Miscellaneous		215,800	150,000				0	
Intergovernmental-State				32,000			2,481,900	
Intergovernmental-Federal		109,700	165,000	245,900	2,407,600	1,250,600	395,000	
Intergovernmental-Other		280,700					1,220,300	9,219,700
Interfund Revenue	<u>302,100</u>	<u>1,019,700</u>	<u>560,400</u>	<u>1,400,400</u>	<u>12,200</u>	<u>382,500</u>	<u>10,842,200</u>	
Total General Fund	414,600	2,532,500	995,400	2,996,500	4,171,200	1,660,300	21,222,800	9,225,500
Animal Control Fund								
Property Tax								
Departmental Income								
Use of Money & Property								
Fines & Forfeitures								
Trans. Premium & Interest								
Total Animal Control Fund								
Library Fund								
Property Tax								
Departmental Income								
Intergovernmental State								
Intergovernmental Other								
Trans. Premium & Interest								
Trans. from Retirement Reserve								
Appropriation of Fund Balance								
Total Library Fund								
Local Works Fund								
Departmental Income							11,574,000	
Use of Money and Property							126,200	
Intergovernmental-State							33,000	
Transfer/Retirement Reserve							9,000	
Total Local Works Fund							<u>11,742,200</u>	
Water Fund								
Departmental Income							28,661,500	
Use of Money and Property							1,346,100	
Miscellaneous							233,300	
Transfer/Premium & Interest							869,200	
Transfer/Retirement Reserve							37,800	
Appropriation of Fund Balance							<u>156,800</u>	
Total Water Fund							<u>31,304,700</u>	
War Memorial Fund								
Property Tax								
Departmental Income								
Use of Money and Property								
Intergovernmental-Other								
Transfer/Premium & Interest								
Transfer/Retirement Reserve								
Total War Memorial Fund								
Parking Fund								
Departmental Income						4,373,000	142,200	
Use of Money & Property						39,500		
Fines & Forfeitures						218,500		
Miscellaneous						256,700		
Trans. Premium & Interest						38,300		
Trans. from Retirement Reserve						700		
Appropriation of Fund Balance						<u>96,500</u>		
Total Parking Fund						5,023,200	<u>142,200</u>	
Cemetery Fund								
Departmental Income								
Use of Money & Property								
Trans. from Retirement Reserve								
Appropriation of Fund Balance								
Total Cemetery Fund								
Public Market Fund								
Property Tax								
Departmental Income								
Use of Money & Property								
Trans. Premium & Interest								
Trans. from Retirement Reserve								
Total Public Market Fund								
Refuse Fund								
Departmental Income							20,550,200	
Use of Money & Property							87,000	
Miscellaneous							13,800	
Appropriation of Fund Balance							<u>35,700</u>	
Total Refuse Fund							<u>20,686,700</u>	
TOTAL ALL FUNDS	414,600	2,532,500	995,400	2,996,500	4,171,200	6,683,500	85,098,600	9,225,500

REVENUE SUMMARY APPLICATION OF REVENUE BY UNIT

<u>Police</u>	<u>Fire</u>	<u>Library</u>	<u>Parks, Rec. & Human Serv.</u>	<u>Undistributed</u>	<u>Debt</u>	<u>Total Applied</u>	<u>General Revenue</u>	<u>Total Revenue</u>	
									<u>General Fund</u>
							114,882,700	114,882,700	Property Tax
						5,219,200	136,358,300	141,577,500	Other Taxes
1,062,000	1,045,200		1,090,900	426,900		4,939,200	200	4,939,400	Departmental Income
			34,900			223,900	1,547,600	1,771,500	Use of Money and Property
2,887,600						4,361,400	1,400	4,362,800	Fines and Forfeiture
154,900						1,753,800		1,753,800	Licenses and Permits
194,200						924,200		924,200	Sale of Property & Comp.
0				178,300		544,100	4,942,900	5,487,000	Miscellaneous
482,600	47,800		294,400			3,338,700	61,332,300	64,671,000	Intergovernmental-State
1,768,600	177,600		1,009,600			7,529,600		7,529,600	Intergovernmental-Federal
793,700			747,900			12,262,300	380,000	12,642,300	Intergovernmental-Other
100,000	380,000		35,600	192,500	3,200,700	18,428,300	-121,421,500	-102,993,200	Interfund Revenue
7,443,600	1,650,600		3,213,300	797,700	3,200,700	59,524,700	198,023,900	257,548,600	
									<u>Animal Control Fund</u>
							895,500	895,500	Property Tax
212,900						212,900		212,900	Departmental Income
9,200						9,200		9,200	Use of Money & Property
49,000						49,000		49,000	Fines & Forfeitures
28,800						28,800		28,800	Trans. Premium & Interest
299,900						299,900	895,500	1,195,400	Total Animal Control Fund
									<u>Library Fund</u>
							4,046,000	4,046,000	Property Tax
						1,981,200		1,981,200	Departmental Income
			1,981,200			905,500		905,500	Intergovernmental State
			905,500			7,400,000		7,400,000	Intergovernmental Other
			7,400,000			362,300		362,300	Trans. Premium & Interest
			362,300			14,700		14,700	Trans. from Retirement Reserve
			14,700			150,000		150,000	Appropriation of Fund Balance
			150,000			10,813,700	4,046,000	14,859,700	Total Library Fund
			10,813,700						<u>Local Works Fund</u>
						11,574,000		11,574,000	Departmental Income
						126,200		126,200	Use of Money and Property
						33,000		33,000	Intergovernmental-State
						9,000		9,000	Transfer/Retirement Reserve
						11,742,200		11,742,200	Total Local Works Fund
									<u>Water Fund</u>
						28,661,500		28,661,500	Departmental Income
						1,346,100		1,346,100	Use of Money and Property
						233,300		233,300	Miscellaneous
						869,200		869,200	Transfer/Premium & Interest
						37,800		37,800	Transfer/Retirement Reserve
						156,800		156,800	Appropriation of Fund Balance
						31,304,700		31,304,700	Total Water Fund
									<u>War Memorial Fund</u>
							176,600	176,600	Property Tax
						1,677,900		1,677,900	Departmental Income
			1,677,900			8,500		8,500	Use of Money and Property
			8,500			851,100		851,100	Intergovernmental-Other
			851,100			578,500		578,500	Transfer/Premium & Interest
			578,500			600		600	Transfer/Retirement Reserve
			600			3,116,600	176,600	3,293,200	Total War Memorial Fund
			3,116,600						<u>Parking Fund</u>
						4,515,200		4,515,200	Departmental Income
						39,500		39,500	Use of Money & Property
						218,500		218,500	Fines & Forfeitures
						256,700		256,700	Miscellaneous
						38,300		38,300	Trans. Premium & Interest
						700		700	Trans. from Retirement Reserve
						96,500		96,500	Appropriation of Fund Balance
						5,165,400		5,165,400	
									<u>Cemetery Fund</u>
							405,100	405,100	Departmental Income
						1,460,700		1,460,700	Use of Money & Property
						120,600		120,600	Trans. from Retirement Reserve
						1,900		1,900	
			1,460,700			1,583,200	405,100	1,988,300	Total Cemetery Fund
			120,600						<u>Public Market Fund</u>
			1,900				440,500	440,500	Property Tax
			1,583,200			500,900		500,900	Departmental Income
						2,200		2,200	Use of Money & Property
			500,900			67,700		67,700	Trans. Premium & Interest
			2,200			800		800	Trans. from Retirement Reserve
			67,700			70,700	440,500	1,012,100	Total Public Market Fund
			800						<u>Refuse Fund</u>
			70,700			20,550,200		20,550,200	Departmental Income
						87,000		87,000	Use of Money & Property
						13,800		13,800	Miscellaneous
						35,700		35,700	Trans. from Retirement Reserve
						20,686,700		20,686,700	Total Refuse Fund
									TOTAL ALL FUNDS
7,743,500	1,650,600	10,813,700	7,983,800	797,700	3,200,700	144,307,800	203,987,600	348,796,300	

**EXPENDITURE SUMMARY
SUMMARY OF EXPENDITURE CHANGES**

EXPENSE CHANGES – HIGHLIGHTS

The Mayor's Proposed Budget increases expenditures \$5,564,300 or 1.6% over the 2001-02 Budget. Highlights of the changes that produce this variance are noted in the following display. Details of these and other expense changes are found in Tabs 4 through 14 of this document.

MAJOR PROPOSED INCREASES

- Wage and salary increases in accordance with current labor agreements, a provision for an adjustment for contracts currently in negotiation, and an allocation for other unforeseen contingencies 7,364,500
- Employer's retirement contribution in accordance with rates projected by the New York State & Local Government Retirement System 2,878,000
- Medical coverage for current and retired employees in accordance with rate increases by service providers 1,778,400
- Provision for services to the City School District 1,200,000
- Refuse equipment allocation as a three-year totter replacement project begins 1,082,000

MAJOR PROPOSED DECREASES

- Staffing and service reductions throughout City departments due to budget constraints 5,336,000

A net of fifty-one full time positions are eliminated as detailed in the Proposed Budget.

APPROVED BUDGET

City Council passed four ordinances amending the Mayor's Proposed Budget, none of which were objected to by the Mayor, doing the following:

Moving appropriations for:

- Restoration of branch library service hours from Contingency to the Public Library
- Downtown activities from Contingency to Parks, Recreation and Human Services
- R2010 concovaction from Contingency to Administration

Reducing revenue due to:

- Not increasing parking rates as much as had been proposed by the Mayor; the Parking Fund Cash Capital allocation was also reduced as a result

The changes by City Council to the Proposed Budget are detailed in both the *City Council Report* section and in the impacted departmental sections beginning with Tab #2. As a result of these changes, the Approved Budget as of July 1, 2002 was \$348,796,300. This was an increase of \$5,354,300, or 1.6%, over the 2001-02 budget of \$343,442,000, as amended through April 16, 2002.

Year-to-Year Comparison

	<u>Budget</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Salary & Wage	General	Vacancy	Miscellaneous	Major Change
Adjustment	<u>Inflation</u>	<u>Chargebacks</u>	<u>Allowance</u>	<u>Total</u>
1,834,600	644,500	-890,400	75,700	-15,500
			3,705,400	5,354,300

EXPENDITURE SUMMARY
SUMMARY OF EXPENDITURE CHANGES

	Budget <u>2001-02</u>	Budget <u>2002-03</u>	<u>Change</u>	Percent <u>Change</u>
City Council and Clerk Administration:	1,388,100	1,346,400	-41,700	-3.0
Mayor's Office	2,354,300	2,273,200	-81,100	-3.4
NET	4,091,600	3,948,200	-143,400	-3.5
Budget & Efficiency	708,900	706,400	-2,500	-0.4
Human Resource Management	2,010,200	1,984,500	-25,700	-1.3
Communications	744,500	690,600	-53,900	-7.2
Law	1,788,100	1,778,400	-9,700	-0.5
Finance	7,180,100	7,089,300	-90,800	-1.3
Community Development	5,581,800	5,592,200	10,400	0.2
Economic Development	4,496,100	3,291,700	-1,204,400	-26.8
Environmental Services	68,814,200	67,186,600	-1,627,600	-2.4
Emergency Communications	7,967,400	7,687,400	-280,000	-3.5
Police	57,380,400	55,764,400	-1,616,000	-2.8
Fire & Rescue	36,011,900	37,800,400	1,788,500	5.0
Library	11,641,300	11,049,800	-591,500	-5.1
Parks, Recreation and Human Services	18,035,800	17,512,300	-523,500	-2.9
Undistributed Expense	53,182,800	60,451,400	7,268,600	13.7
Contingency	2,121,800	7,601,700	5,479,900	258.3
Cash Capital	20,800,500	20,426,000	-374,500	-1.8
Debt Service	<u>37,142,200</u>	<u>34,615,400</u>	<u>-2,526,800</u>	-6.8
TOTAL	343,442,000	348,796,300	5,354,300	1.6

EXPENDITURE SUMMARY
SUMMARY OF APPROPRIATIONS

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
City Council and Clerk	1,322,365	1,374,000	1,388,100	1,346,400
Administration				
Mayor's Office	2,081,182	2,258,300	2,354,300	2,273,200
NET	3,389,800	3,835,000	4,091,600	3,948,200
Budget & Efficiency	632,307	627,800	708,900	706,400
Human Resource Management	1,802,300	1,878,500	2,010,200	1,984,500
Communications	681,714	715,200	744,500	690,600
Law Department	<u>1,705,074</u>	<u>1,766,200</u>	<u>1,788,100</u>	<u>1,778,400</u>
	10,292,377	11,081,000	11,697,600	11,381,300
Finance				
Director's Office	636,454	581,100	583,900	591,500
Accounting	843,442	841,300	867,900	848,900
Treasury	1,618,407	1,626,000	1,678,000	1,704,400
Assessment	901,388	964,900	962,800	1,034,400
Parking & Municipal Violations	706,100	695,800	797,900	814,500
Purchasing	779,055	797,800	863,600	798,300
Information Systems	2,080,846	2,309,400	2,286,900	2,297,500
Less: Intrafund Credit	<u>714,173</u>	<u>885,400</u>	<u>860,900</u>	<u>1,000,200</u>
	6,851,519	6,930,900	7,180,100	7,089,300
Community Development				
Office of the Commissioner	785,091	461,000	461,600	463,400
Neighborhood Initiatives	0	399,500	399,600	433,300
Buildings & Zoning	2,031,041	2,136,500	2,176,000	2,253,100
Housing & Project Development	1,999,664	2,042,600	2,086,700	2,003,800
Planning	<u>383,499</u>	<u>449,800</u>	<u>457,900</u>	<u>438,600</u>
Total	5,199,295	5,489,400	5,581,800	5,592,200
Economic Development	4,153,745	4,225,300	4,496,100	3,291,700
Environmental Services				
Office of the Commissioner	2,804,271	3,326,100	3,493,500	3,246,700
Architecture & Engineering	3,606,875	3,565,500	3,718,500	3,659,700
Operations	31,715,442	32,179,300	34,339,600	33,540,100
Water & Lighting	22,860,733	24,119,400	24,422,000	23,308,300
Equipment Services	6,209,454	5,838,700	6,136,400	6,120,500
Less: Intrafund Credit	<u>3,026,740</u>	<u>3,110,500</u>	<u>3,295,800</u>	<u>2,688,700</u>
	64,170,035	65,918,500	68,814,200	67,186,600
Emergency Communications	7,655,009	7,811,300	7,967,400	7,687,400
Police	55,791,023	57,300,500	57,380,400	55,764,400
Fire	34,150,424	35,967,500	36,011,900	37,800,400
Library				
Central Library	8,774,597	8,654,900	8,840,900	8,295,500
Community Library	<u>2,605,604</u>	<u>2,714,600</u>	<u>2,800,400</u>	<u>2,754,300</u>
	11,380,201	11,369,500	11,641,300	11,049,800

EXPENDITURE SUMMARY
SUMMARY OF APPROPRIATIONS

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	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Parks, Recreation & Human Services				
Office of the Commissioner	1,779,012	1,827,200	1,884,400	1,933,100
Parks and Recreation	9,523,074	9,693,400	9,731,400	9,370,600
Special Services	4,027,651	4,224,700	4,237,000	4,141,900
Human Services	<u>2,227,963</u>	<u>2,076,700</u>	<u>2,183,000</u>	<u>2,066,700</u>
	17,557,700	17,822,000	18,035,800	17,512,300
Undistributed	47,749,610	51,993,900	53,261,900	60,533,900
Less: Intrafund Credit	<u>96,697</u>	<u>66,400</u>	<u>79,100</u>	<u>82,500</u>
	47,652,913	51,927,500	53,182,800	60,451,400
Contingency	0	2,121,800	2,121,800	7,601,700
CAPITAL				
Cash Capital	33,394,000	20,800,500	20,800,500	20,426,000
Debt Service	<u>36,573,800</u>	<u>37,142,200</u>	<u>37,142,200</u>	<u>34,615,400</u>
	69,967,800	57,942,700	57,942,700	55,041,400
TOTAL	336,144,406	337,281,900	343,442,000	348,796,300

**EXPENDITURE SUMMARY
SUMMARY BY MAJOR OBJECT OF EXPENSE**

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
PERSONNEL EXPENSES				
City Council and Clerk	1,133,510	1,185,300	1,198,600	1,179,000
Administration	7,493,680	8,043,900	8,491,300	8,459,100
Law	1,459,738	1,514,600	1,524,300	1,504,000
Finance	5,576,740	5,853,800	5,946,400	5,960,200
Community Development	4,646,243	4,892,900	4,977,600	5,000,900
Economic Development	1,623,948	1,685,500	1,810,600	1,478,900
Environmental Services	27,576,965	28,386,600	29,189,600	28,895,100
Emergency Communications	6,781,469	6,852,500	6,928,300	6,733,800
Police	50,511,678	51,565,600	51,779,500	50,597,000
Fire & Rescue	32,350,060	33,665,200	33,520,000	35,088,500
Library	8,533,330	8,576,900	8,632,900	8,146,200
Parks, Recreation and Human Services	9,359,453	9,524,600	9,508,900	9,212,100
Undistributed	<u>32,489,219</u>	<u>34,831,800</u>	<u>36,181,500</u>	<u>40,707,700</u>
	189,536,033	196,579,200	199,689,500	202,962,500
MATERIALS AND SUPPLIES				
City Council and Clerk	8,019	9,300	8,000	6,000
Administration	115,440	126,300	132,900	120,100
Law	48,018	48,500	52,500	54,300
Finance	193,578	200,400	206,600	217,200
Community Development	40,709	59,000	52,100	67,000
Economic Development	21,325	23,000	38,500	10,000
Environmental Services	5,720,347	5,302,300	6,003,100	6,117,300
Emergency Communications	91,977	97,400	129,500	100,100
Police	932,443	980,340	981,000	902,400
Fire & Rescue	534,798	802,600	809,000	711,000
Library	1,037,137	1,015,900	1,024,100	964,900
Parks, Recreation & Human Services	<u>621,568</u>	<u>669,700</u>	<u>594,600</u>	<u>580,700</u>
	9,365,359	9,334,740	10,031,900	9,851,000
SERVICES				
City Council and Clerk	180,836	179,400	181,500	161,400
Administration	978,183	1,144,600	1,285,300	1,023,700
Law	197,318	203,100	211,300	220,100
Finance	1,795,374	1,762,100	1,888,000	1,912,100
Community Development	512,343	537,500	552,100	524,300
Economic Development	2,508,472	2,516,800	2,647,000	1,802,800
Environmental Services	27,760,963	28,381,600	29,958,800	27,531,800
Emergency Communications	781,563	861,400	909,600	853,500
Police	4,346,902	4,754,560	4,619,900	4,265,000
Fire & Rescue	1,265,566	1,499,700	1,682,900	2,000,900
Library	1,809,579	1,774,800	1,839,300	1,793,700
Parks, Recreation & Human Services	7,544,539	7,594,700	7,899,300	7,685,500
Capital	<u>39,400</u>	<u>39,400</u>	<u>39,400</u>	<u>39,400</u>
	49,721,038	51,249,660	53,714,400	49,814,200

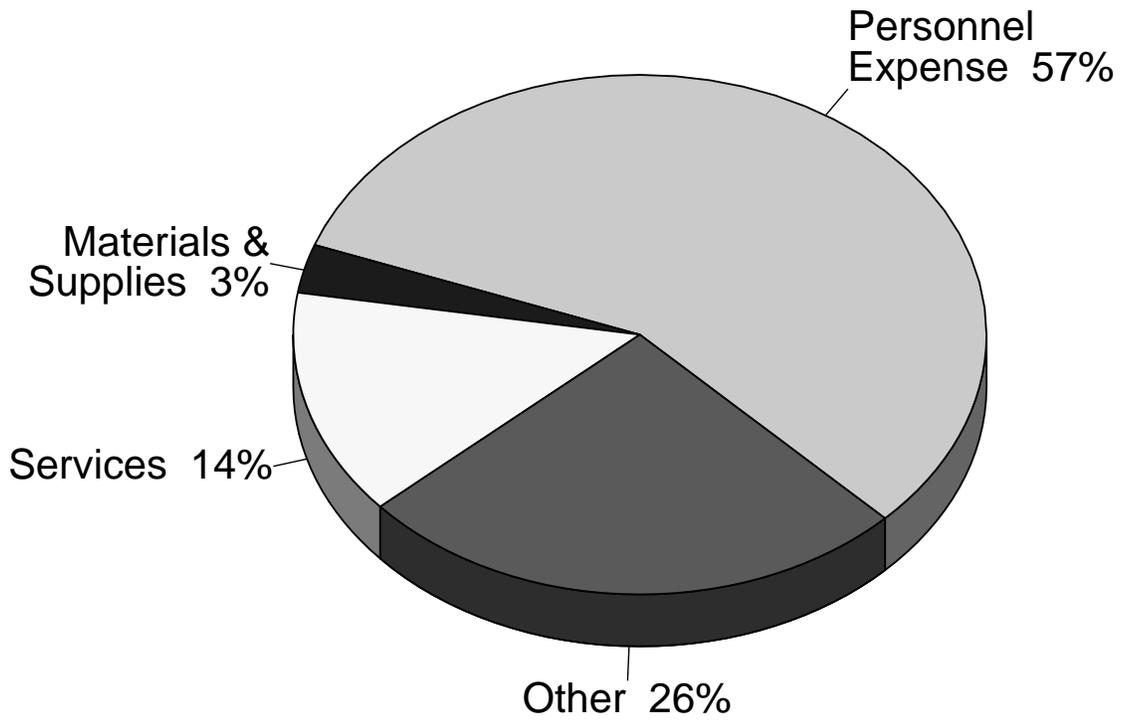
EXPENDITURE SUMMARY
SUMMARY BY MAJOR OBJECT OF EXPENSE

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	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
OTHER				
Environmental Services	6,138,500	6,958,500	6,958,500	7,331,100
Library	155	1,900	145,000	145,000
Parks, Recreation & Human Services	32,140	33,000	33,000	34,000
Undistributed	15,260,391	17,162,100	17,080,400	19,826,200
Contingency	0	2,121,800	2,121,800	7,601,700
Capital	<u>69,928,400</u>	<u>57,903,300</u>	<u>57,903,300</u>	<u>55,002,000</u>
	91,359,586	84,180,600	84,242,000	89,940,000
LESS: INTRAFUND CREDITS	3,837,610	4,062,300	4,235,800	3,771,400
Total	336,144,406	337,281,900	343,442,000	348,796,300

EXPENDITURE SUMMARY
SUMMARY BY MAJOR OBJECT OF EXPENSE

SUMMARY BY MAJOR OBJECT



Note: Does not reflect intrafund credits

EXPENDITURE SUMMARY
SUMMARY OF BUDGET AMENDMENTS

The adopted budget may, under certain circumstances, be amended by City Council. Upon written recommendation of the Mayor, City Council may transfer unencumbered balances from one department to another. The transfer is done by passage of an ordinance, which can amend multiple budgets. Examples of amendments are the transfer from Contingency to the departments for purposes of a wage settlement and the transfer of funds from a department with a surplus to one with a deficit. In addition, revenues from any source other than the property tax can be appropriated by City Council upon recommendation of the Mayor. Usually, this occurs upon receipt of a grant and entails increasing both expense and the offsetting revenue.

The summaries that follow present 2001-02 Budget amendments by department and by individual ordinance, which indicates the appropriation of additional revenue.

	Approved <u>Budget</u>	Amended <u>Budget</u>	<u>Change</u>	<u>Ordinances</u>
City Council & Clerk	1,385,600	1,388,100	2,500	2001-405, 2002-76
Administration:				
Mayor's Office	2,359,400	2,354,300	-5,100	2001-405
NET	4,094,300	4,091,600	-2,700	2001-405, 2002-8, 2002-22
Budget & Efficiency	713,900	708,900	-5,000	2001-405
Human Resource	2,015,200	2,010,200	-5,000	2001-405
Management				
Communications	749,500	744,500	-5,000	2001-405
Law	1,793,100	1,788,100	-5,000	2001-405
Finance	7,195,000	7,180,100	-14,900	2001-405
Community Development	5,589,600	5,581,800	-7,800	2001-405
Economic Development	4,501,100	4,496,100	-5,000	2001-405
Environmental Services	66,611,500	68,814,200	2,202,700	2001-405, 2002-22, 2002-85
Emergency	7,929,900	7,967,400	37,500	2001-412
Communications				
Police	56,134,900	57,380,400	1,245,500	2001-168, 2001-247, 2001-278, 2001-324, 2001-365, 2001-381, 2001-405, 2001-417 2001-418, 2002-22, 2002-32, 2002-33, 2002-76
Fire & Rescue	35,887,500	36,011,900	124,400	2001-383, 2001-405, 2002-22, 2002-64
Library	11,579,000	11,641,300	62,300	2001-405, 2001-406
Parks, Recreation & Human Services	17,979,000	18,035,800	56,800	2001-317, 2001-385, 2001-405, 2002-9
Undistributed Expense	57,119,300	53,182,800	-3,936,500	2001-405, 2001-417, 2002-22
Contingency	5,485,700	2,121,800	-3,363,900	2002-22
Cash Capital	23,506,000	20,800,500	-2,705,500	2001-288, 2001-406, 2001-418, 2002-22, 2002-33, 2002-98
Debt Service	37,142,200	37,142,200	0	
	349,771,700	343,442,000	-6,329,700	

EXPENDITURE SUMMARY
SUMMARY OF BUDGET AMENDMENTS

<u>Ordinance</u>	<u>Purpose</u>	<u>Amount</u>	<u>Department</u>
2001-168	PAC-TAC Support Project	25,000 *	Police Department
2001-247	CARRY-OVER" of Grant Programs Balances	167,500 *	Police Department
2001-278	PAC-TAC Support Project	70,000 *	Police Department
2001-288	Brown Street Project	100,000 *	Capital
2001-317	New York State Archives Grant	47,200 *	Parks, Recreation & Human Services
2001-324	New York State Division of Criminal Justice Services Grants	140,000 *	Police Department
2001-365	Illegal Drug Summit	25,000 *	Police
2001-381	Seat Belt Enforcement Program	33,100 *	Police
2001-383	Metropolitan Medical Response System	22,400 *	Fire & Rescue
2001-385	Teen Pregnancy Prevention Program	8,600 *	Parks, Recreation & Human Services
2001-405	Reduction of revenue estimates and appropriations	-5000	Council & Clerk Administration:
		-5,100	Mayor's Office
		-7,700	NET
		-5,000	Budget & Efficiency
		-5,000	Human Resource Management
		-5,000	Communications
		-5,000	Law
		-14,900	Finance
		-7,800	Community Development
		-5,000	Economic Development
		-50,500	Environmental Services
		-35,000	Police
		-35,000	Fire & Rescue
		-12,700	Library
		-34,500	Parks, Recreation & Human Services
		<u>-4,005,900</u>	Undistributed
		-4,239,100 *	
2001-406	Lincoln Toy Library Renovation Project and Central Library Link Heating Upgrade Project	75,000	Library
	Funding of Sunday hours at Central Library	<u>47,000</u>	Capital
		122,000 *	

EXPENDITURE SUMMARY
SUMMARY OF BUDGET AMENDMENTS

<u>Ordinance</u>	<u>Purpose</u>	<u>Amount</u>	<u>Department</u>
2001-412	Emergency Communications Department Employees Training	37,500 *	Emergency Communications
2001-417	Police Officer Trainee Program	12,300 <u>900</u> 13,200 *	Police Undistributed
2001-418	COPS MORE 2001 Program	25,000 <u>207,500</u> 232,500 *	Police Capital
2002-8	Edgerton Maplewood Toy Library	5,000 *	Administration/NET
2002-9	Youth Training Projects	35,500 *	Parks, Recreation & Human Services
2002-22	Increasing/Decreasing Revenue Estimates and Appropriations	1,043,400 691,100 53,000 68,500 -3,363,900 <u>-3,300,000</u> -4,807,900 *	Environmental Services Police Fire & Rescue Undistributed Contingency Capital
2002-32	Motor Vehicle Theft and Insurance Fraud Prevention Program	15,000 *	
2002-33	COPS 311 Grant	84,000 <u>105,000</u> 189,000 *	Police Capital
2002-64	Acquisition of Fire Apparatus Deployment Analysis Module	84,000 *	Fire & Rescue
2002-76	Transfer of Handicapped Parking Permit Function	7,500 <u>-7,500</u> 0	Council & Clerk Police
2002-85	Purchase of Water	1,209,800 *	Environmental Services
2002-98	Emergency Preparedness Training Equipment	135,000 *	Capital

*Appropriation of additional revenue

EXPENDITURE SUMMARY
APPLICATION OF RELATED
EXPENDITURES & REVENUES

An informational display is provided on the next page which gives appropriations for each department or major subdivision, related expenditures, and revenues that are found elsewhere in the Budget. The City's budgeting and accounting systems place employee benefits, capital items, and debt in separate departments for monitoring and control purposes. This display distributes those expenses to the department to which they are judged most closely related. In this fashion, a sense of the overall expense level for a given department can be approximated. Intrafund credits, where applicable, have been subtracted from the department's budget to reflect net planned expenditures.

The display also distributes revenue that is judged related to a department. The *Application of Revenue* section, pages 1-31 to 1-33, provides additional detail on the sources of this revenue. This applied revenue is subtracted from the total expenditures for the departments, yielding a net expense for each department. This net amount is funded by the property tax and other General Fund revenues that are not applied.

EXPENDITURE SUMMARY
APPLICATION OF RELATED
EXPENDITURES & REVENUES

	Expense Current Budget	Employee Benefits	Cash Capital	Debt Service	Total Expenditures	Less Directly Applicable Revenue	Balance Required from Taxes and General Revenue
City Council and Clerk	1,346,400	399,700			1,746,100	414,600	1,331,500
Administration	9,602,900	2,867,000	885,000		13,354,900	2,532,500	10,822,400
Law	1,778,400	483,900			2,262,300	995,400	1,266,900
Finance	7,089,300	2,020,600	300,000		9,409,900	2,996,500	6,413,400
Community Development	5,592,200	1,695,400	1,978,000	1,596,600	10,862,200	4,171,200	6,691,000
Economic Development	3,291,700	573,000	1,233,000	2,599,400	7,697,100	6,683,500	1,013,600
Environmental Services	67,186,600	11,857,400	10,912,000	16,449,500	106,405,500	85,098,600	21,306,900
Emergency Communication	7,687,400	2,281,100	167,000	767,700	10,903,200	9,225,500	1,677,700
Police	55,764,400	17,078,700	1,269,000		74,112,100	7,743,500	66,368,600
Fire	37,800,400	11,895,300	1,437,000	535,100	51,667,800	1,650,600	50,017,200
Library	11,049,800	2,021,600	525,000	1,045,600	14,642,000	10,813,700	3,828,300
Parks, Rec. & Human Services	17,512,300	3,051,800	1,720,000	3,514,900	25,799,000	7,983,800	17,815,200
Undistributed*	4,225,900				4,225,900	797,700	3,428,200
Contingency	7,601,700				7,601,700		7,601,700
Cash Capital	N/A						
Debt Service**	N/A			8,106,600	8,106,600	3,200,700	4,905,900
Total		56,225,500	20,426,000	34,615,400	348,796,300	144,307,800	204,488,500

*Other expenses not distributed.

**Includes only expenditures not distributed to departmental budgets.

N/A - Not applicable; all expenditures distributed

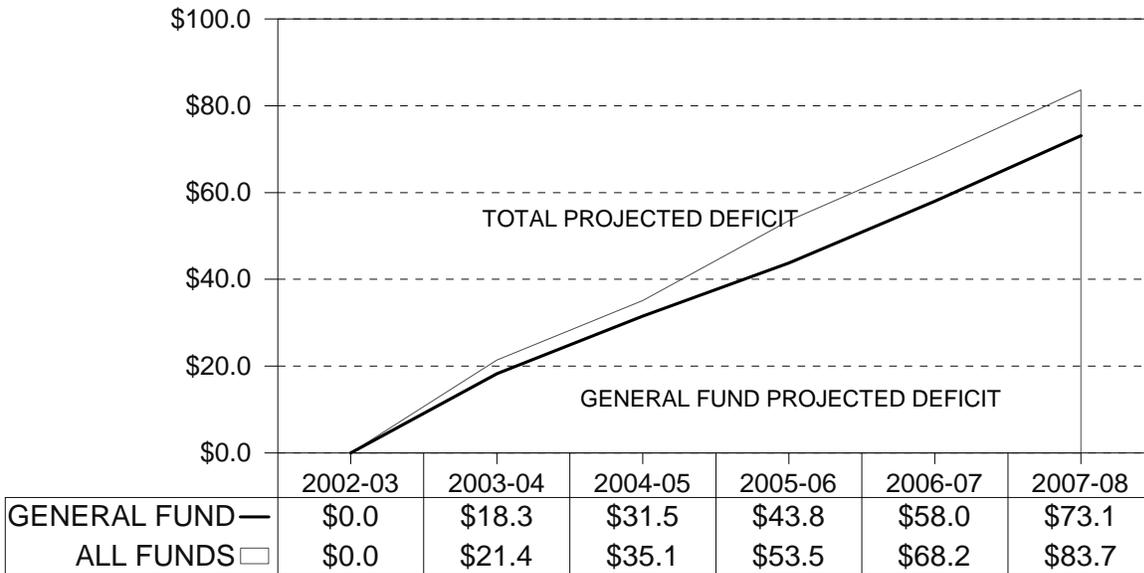
Net of all intrafund chargebacks

Introduction

The multi-year projection is a forecast of revenues and expenditures for City purposes only. It does not include a forecast for the City School District.

The multi-year projection is not a prediction of future events. Instead, the projection illustrates the City's fiscal condition over the next five years based on existing trends and specified assumptions. As indicated in forecast below, a gap for all funds of approximately \$21.4 million is expected for 2003-04. This gap accumulates to \$83.7 million in 2007-2008.

PROJECTED CITY BUDGET DEFICIT



REVENUE

Property Tax

In recognition of the unusually high property tax burden that City taxpayers currently bear, and to stay competitive with other residential and commercial locations, the multi-year projection assumes a constant property tax level.

Sales Tax

A sales tax rate of 8% is assumed, with distributions according to the current formula. The taxable sales growth rate assumed is 2% per year for 2003-04 through 2007-08.

City School District

The City revenue allocation to the City School District is assumed constant at \$126,100,000.

Intergovernmental

The following actions are assumed of the Federal Government:

- Continuation of the Community Development Block Grant adjusted for inflationary impact.

The following actions are assumed of the New York State Government:

- General Purpose State aid is assumed constant.
- Continuation of categorical and miscellaneous aid programs that were included in the New York State's 2002-03 budget (i.e. Consolidated Highway Improvement Program funds).

The following actions are assumed of Monroe County:

- Continued funding, including recovery of inflationary cost increases, of the emergency communications System.
- Continued funding of a portion of downtown police services.

Fees and Enterprise Revenues

The multi-year projection assumes no change in all major service charges (water, refuse collection, front foot assessment). No parking rate increase is assumed.

Other Revenues

The multi-year projection assumes the appropriation of \$2.7 million General Fund surplus in 2003-04, and \$0 thereafter. The transfer of funds from the retirement reserve is anticipated to fund only the retirement debt service. The projected transfer from the Premium and Interest Fund is assumed constant.

EXPENSE

Inflation is responsible for the most significant pressure on projected expenditures. The Consumer Price Index (CPI) is projected to increase 3.0% in 2002-03, 3.5% in 2003-04 and 4.0% for each year thereafter. The effects of inflation on the operating budget are direct and immediate, resulting in increased costs for employee wages and salaries, construction projects, materials, and other services. Cost increases based on expected inflation rates and current labor agreements are reflected in the multi-year expense projection.

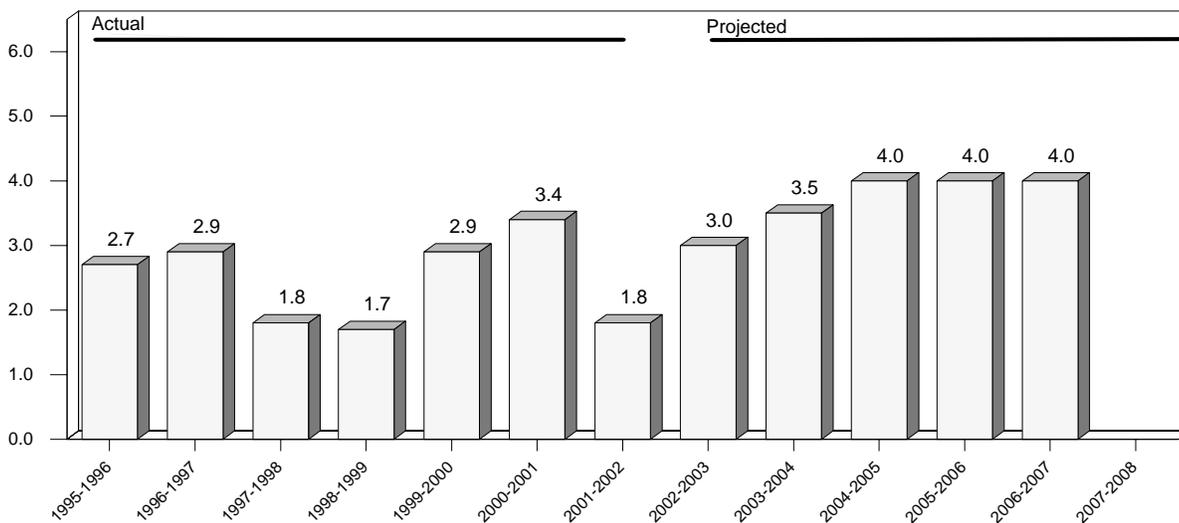
MULTI-YEAR PROJECTION MAJOR ASSUMPTIONS & TRENDS

The multi-year projection assumes a constant level of services. Only programmatic and service changes currently known are recognized. The constant services approach does not take into account changes in the demand for service.

Expenditure forecasts for Cash Capital and Debt Service are based on the City's 2003-2007 Capital Improvement Program.

Retirement expense reflects projections based on the most recent information from the New York State Retirement System. Projections for active employee hospitalization and medical insurance assume 15% in

MULTI-YEAR INFLATION RATES



2003-04 and each year thereafter. Projections for retiree hospitalization and medical insurance assume 15% in 2003-04 and each year thereafter. An annual \$1,000,000 contribution to the insurance reserve is projected to begin in 2003-04. The projected debt service reflects projects in the Capital Improvement Program.

CLOSING THE GAP

A funding gap is anticipated for each year of the projection. Since New York State Law requires that municipalities prepare balanced budgets, it is necessary that actions be taken to eliminate the gap. Actions are likely to be combinations of the revenue and expenditure options listed below.

Revenue Options

Because adjustments to existing taxes (except property taxes) have been included in the projection, revenue options are limited to the following:

- Intergovernmental aid increase.
- New tax authorizations.

-
- Property tax increase.
 - Service charge increase.

Expenditure Options

Three actions provide the major expenditure options to eliminate the gap:

- Improve productivity – Through improved use of technological advances and innovative management techniques, cost reductions can be realized without reducing service levels.
- Reduce service – If the options above are not sufficient to eliminate the funding gap, service reductions or eliminations will be required.
- Consolidate services with other units of government.

FUND SUMMARY MAJOR ASSUMPTIONS & TRENDS

FUND ACCOUNTING

In accordance with generally accepted accounting principles, the City records financial transactions of its operations in various funds, each of which is a separate entity. Funds that do not generate sufficient revenues from operations are supported by property tax revenue. Following is a description of the funds and a table summarizing transactions in these funds during 2002-03.

GENERAL FUND

This is Rochester's principal fund and includes all operations not contained in other funds.

WAR MEMORIAL FUND

This fund includes the Blue Cross Arena at the Rochester War Memorial operations.

ANIMAL CONTROL FUND

This fund includes the operation of Animal Control. Under Article 7 of the Agriculture and Markets Law, licensing and impoundment fees, fines and penalties are deposited in this fund and are used solely for animal control purposes.

PARKING FUND

This fund includes operations of Rochester's parking garages, lots, and meters.

LIBRARY FUND

This fund includes operations of the Central and Community libraries. Under Section 259 of the Education Law, all moneys received from taxes or other public sources for library purposes are to be maintained in a separate fund.

CEMETERY FUND

This fund includes operations of Mt. Hope and Riverside Cemeteries.

LOCAL WORKS FUND

This fund includes street cleaning, roadway plowing and salting, sidewalk plowing, and hazardous sidewalk replacement. Revenues are derived primarily from front footage charges to property owners for services rendered.

PUBLIC MARKET FUND

This fund includes the operations of Rochester's Public Markets.

WATER FUND

This fund includes water production, treatment, and distribution.

REFUSE FUND

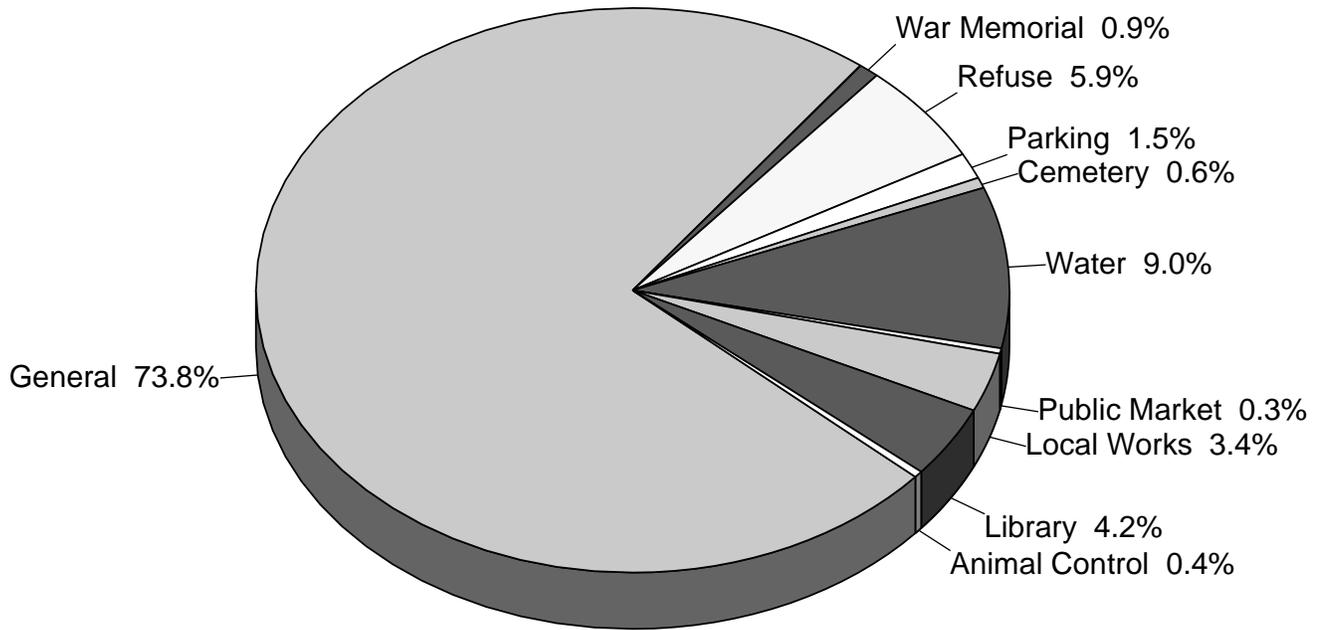
This fund includes refuse collection and disposal operations.

**FUND SUMMARY
MAJOR ASSUMPTIONS & TRENDS**

FUND SUMMARY

	<u>General</u>	<u>Animal Control</u>	<u>Library</u>	<u>Local Works</u>	<u>Water</u>	<u>War Memorial</u>	<u>Parking</u>	<u>Cemetery</u>	<u>Public Market</u>	<u>Refuse</u>	<u>Total</u>
<u>Expense</u>											
City Council and Clerk	1,346,400										1,346,400
Administration	9,602,900										9,602,900
Law	1,778,400										1,778,400
Finance	7,089,300										7,089,300
Community Development	5,592,200										5,592,200
Economic Development	1,709,900										1,709,900
Environmental Services	23,761,700			8,708,000	19,323,800		1,581,800			15,243,100	67,186,600
Emergency Communications	7,687,400						150,000				7,687,400
Police	54,761,500	1,002,900									55,764,400
Fire	37,800,400										37,800,400
Library			11,049,800								11,049,800
Parks, Recreation & Human Services	14,746,600										14,746,600
Undistributed Expenses	50,516,100	170,900		1,786,100	2,203,600	963,800	344,100	1,416,500	385,400	2,954,300	60,451,400
Contingency	6,988,300	21,600		75,000	152,300	1,600	16,100	20,100	2,700	143,800	7,601,700
Cash Capital	12,674,000			1,164,000	2,742,000	373,000	413,000	236,000	20,000	2,279,000	20,426,000
Debt Service	21,493,500		1,045,700	9,100	6,883,000	1,886,000	2,660,400	2,000	569,200	66,500	34,615,400
Total	<u>257,548,600</u>	<u>1,195,400</u>	<u>14,859,700</u>	<u>11,742,200</u>	<u>31,304,700</u>	<u>3,293,200</u>	<u>5,165,400</u>	<u>1,988,300</u>	<u>1,012,100</u>	<u>20,686,700</u>	<u>348,796,300</u>
Revenue											
Property Tax	114,882,700	895,500	4,046,000			176,600		405,100	440,500		120,846,400
Other Taxes	141,577,500										141,577,500
Departmental Income	4,939,400	172,000	1,981,200	11,574,000	29,939,800	1,677,900	4,515,200	1,460,700	500,900	20,550,200	77,311,300
Use of Money and Property	1,771,500	9,200		126,200	67,800	8,500	39,500	120,600	2,200	87,000	2,232,500
Fines and Forfeiture	4,362,800	49,000					218,500				4,630,300
Licenses and Permits	1,753,800	40,900									1,794,700
Sale of Property & Compensation	924,200										924,200
Miscellaneous	5,487,000				233,300		256,700		13,800		5,990,800
Intergovernmental-State	64,671,000		905,500	33,000							65,609,500
Intergovernmental-Federal	7,529,600										7,529,600
Intergovernmental-Other	12,642,300		7,400,000			851,100					20,893,400
Interfund Revenue	-102,993,200										-102,993,200
Non-General Fund:											
Transfer/Retirement Reserve		28,800	14,700	9,000	37,800	600	700	1,900	800	35,700	101,200
Transfer/Premium & Interest			362,300		869,200	578,500	38,300		67,700		1,944,800
Appropriation of Fund Balance			150,000		156,800		96,500				403,300
Total	<u>257,548,600</u>	<u>1,195,400</u>	<u>14,859,700</u>	<u>11,742,200</u>	<u>31,304,700</u>	<u>3,293,200</u>	<u>5,165,400</u>	<u>1,988,300</u>	<u>1,012,100</u>	<u>20,686,700</u>	<u>348,796,300</u>

APPROPRIATIONS BY FUND



Note: Does not reflect intrafund credits

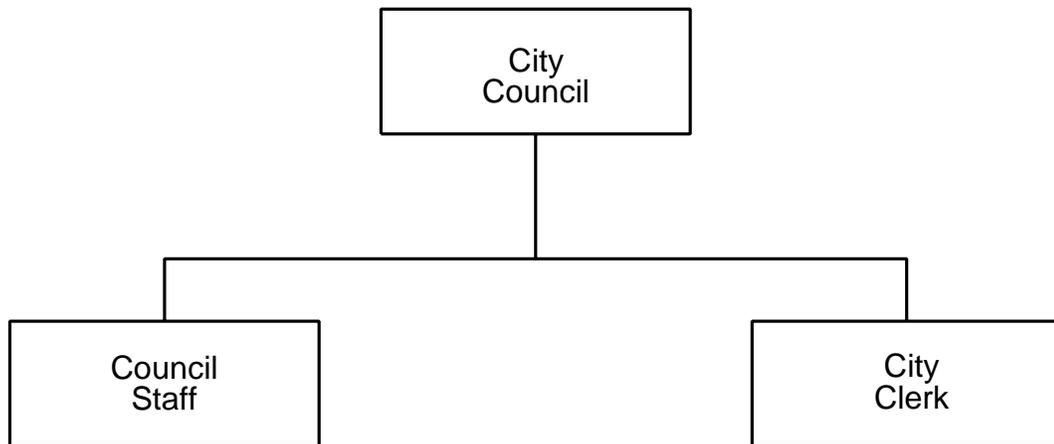
Purpose

The City Council governs the City through the enactment of local laws, ordinances, and resolutions. It has nine members elected to overlapping four year terms, with four elected from districts and five from the City at large. The President of City Council is elected by members of Council and presides over its meetings.

The Office of the City Clerk maintains official records of the proceedings of the City Council. It issues several types of licenses and administers compensation of City election inspectors.

Organization

The Department has two major units: City Council and the Office of the City Clerk.



Year-to-Year Comparison

<u>Activity</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>	<u>Change</u>	<u>Percent Change</u>
City Council	868,700	825,800	-42,900	-4.9%
Office of the City Clerk	249,700	242,900	-6,800	-2.7%
Licensing	127,400	133,900	6,500	5.1%
Elections	<u>142,300</u>	<u>143,800</u>	<u>1,500</u>	1.1%
Total	1,388,100	1,346,400	-41,700	-3.0%
Employee Years	27.3	27.3	0.0	0.0%

Change Detail

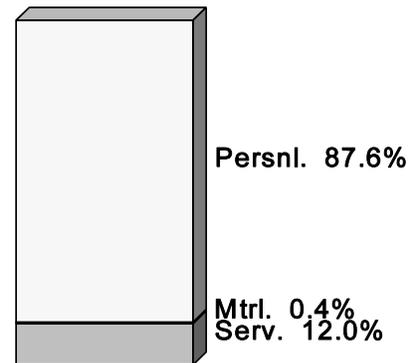
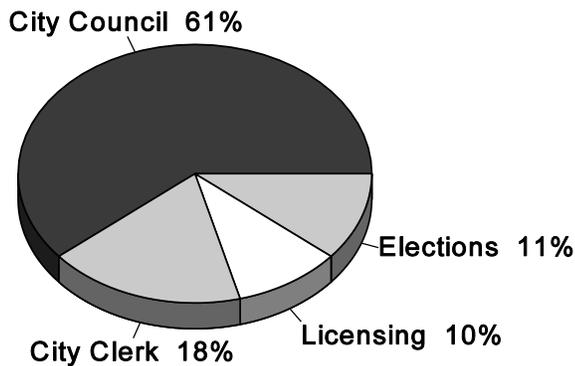
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-11,600	1,000	-600	0	1,500	-32,000	-41,700

Major Change

Due to budget constraints one full time position is eliminated, partially offset by the addition of a part time position	-19,000
The transfer of handicap and alarm permit function from the Police Department increases expense	17,900
Professional services are reduced due to budget constraints	-15,000
A full time clerical position, transferred from the Police Department during 2001-02, is reduced to part time as an efficiency measure	-8,400
Office supplies, equipment maintenance, and travel and training decrease due to budget constraints	-7,500

**CITY COUNCIL AND CLERK
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,133,510	1,185,300	1,198,600	1,179,000
Materials & Supplies	8,019	9,300	8,000	6,000
Services	180,836	179,400	181,500	161,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,322,365	1,374,000	1,388,100	1,346,400
Appropriation by Activity				
City Council	812,011	859,500	868,700	825,800
Office of the City Clerk	252,429	248,700	249,700	242,900
Licensing	129,945	142,300	127,400	133,900
Elections	<u>127,980</u>	<u>123,500</u>	<u>142,300</u>	<u>143,800</u>
Total	1,322,365	1,374,000	1,388,100	1,346,400
Employee Years by Activity				
City Council	8.8	9.1	9.3	8.8
Office of the City Clerk	3.8	3.8	3.8	3.8
Licensing	4.0	4.0	3.6	4.1
Elections	<u>10.4</u>	<u>10.3</u>	<u>10.6</u>	<u>10.6</u>
Total	27.0	27.2	27.3	27.3



CITY COUNCIL

This activity includes the salaries of members of the City Council and appropriations for Council research, support staff, and other related expenses.

OFFICE OF THE CITY CLERK

This activity prepares the agendas for City Council meetings, records the proceedings, and prints and distributes the minutes. It prints supplements and amendments to the City Code and Charter. It also advertises public hearings and notifies the Secretary of State of changes in local laws. It also administers and audits the payroll for City election inspectors.

LICENSING

This activity receives applications and payments for licenses for businesses, occupations, bingo games, marriages, passports, dogs, games of chance, fire and burglar alarms, and handicapped parking permits. It prepares related reports for City, County, and State agencies.

Program Change

Handicapped parking permit issuance transfers from the Police Department.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
License applications:				
• Dog	4,561	4,610	4,600	4,830
• Marriage	1,669	1,700	1,820	1,735
• Duplicate Marriage	1,204	1,225	1,190	1,205
• Commissioner of Deeds	180	180	220	185
• Games of chance	35	40	50	40
• Business	2,912	2,900	3,295	2,985
• Bingo licenses and payments	3,066	3,090	3,110	3,070
• Domestic Partnerships	89	75	70	90
Alarm permits	8,452	8,865	8,950	15,000
Handicapped parking	N/A	665	N/A	4,000
Marriage ceremonies	423	465	435	440
RTS bus passes	89	55	95	80
Passports	333	305	300	320
WORKLOAD				
Licenses processed:				
• Dog	4,561	4,610	4,600	4,830
• Marriage	1,669	1,700	1,820	1,735
• Duplicate Marriage	1,204	1,225	1,190	1,205
• Commissioner of Deeds	180	180	220	185
• Games of chance	35	40	50	40
• Business	2,912	2,900	3,295	2,985
• Bingo licenses and payments	3,066	3,090	3,110	3,070
• Domestic Partnerships	89	75	70	90
Alarm permits	8,452	8,865	8,950	15,000
Handicapped parking	N/A	665	N/A	4,000
Marriage ceremonies	423	465	435	440
RTS bus passes	89	55	95	80
Passports	333	305	300	320
N/A - Not Applicable				

ELECTIONS – R2010 Campaign #1 - Involved Citizens
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The Elections activity consists of salary and training expenses for election inspectors. Inspectors, who are directly supervised by the Monroe County Board of Elections, administer election laws and procedures at local polling places. They record, certify, and transmit election returns to the County Board of Elections.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Primary elections	1	1	1	1
General elections	1	1	1	1
Election districts	211	211	211	211
WORKLOAD				
Election inspector hours:				
• Primary elections	5,815	4,775	7,300	5,345
• General election	13,016	12,735	12,500	12,645

**CITY COUNCIL AND CLERK
PERSONNEL SUMMARY**

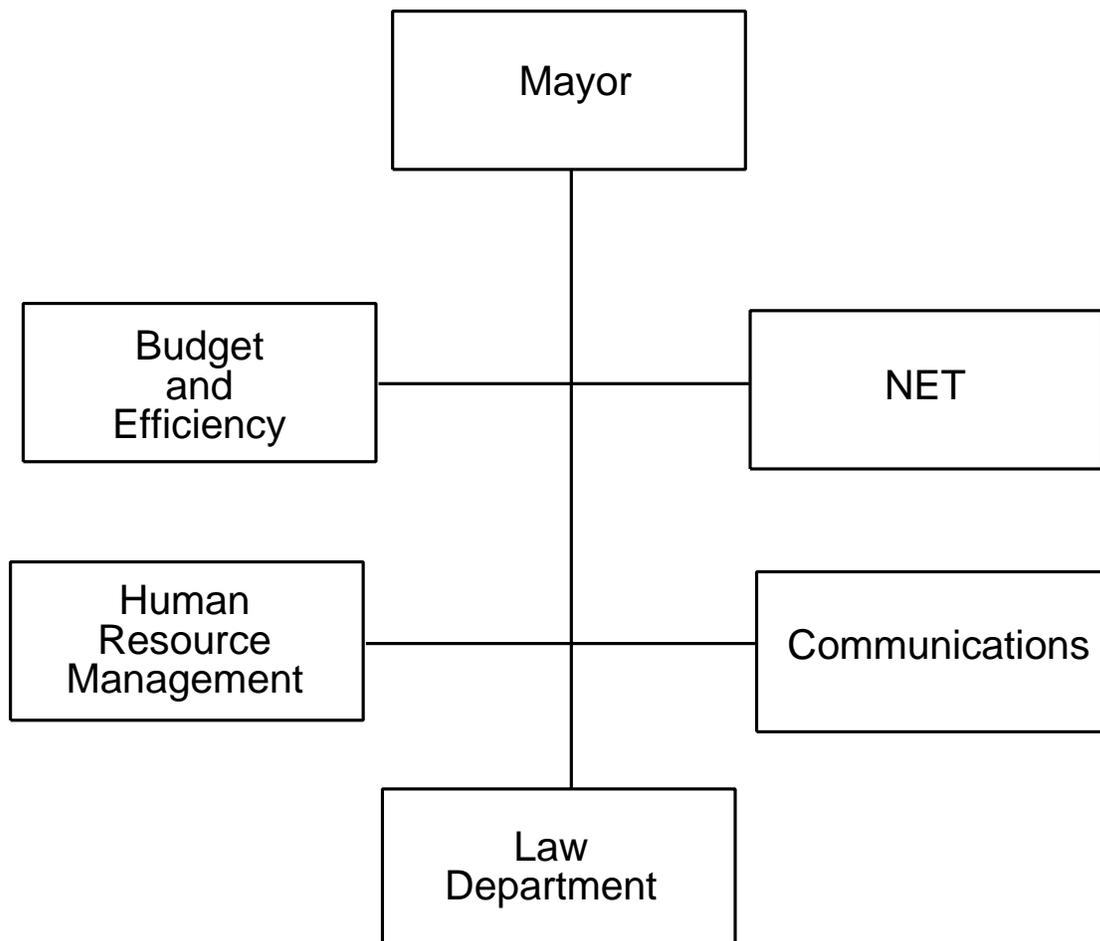
FULL TIME POSITIONS				City Council	Office of the City Clerk	Licensing	Elections
Br.	Title	Budget 2001-02	Approved 2002-03				
34	Chief Legislative Assistant	1	1	1			
31	City Clerk	1	1		1		
28	Senior Legislative Coordinator	1	1	0.6	0.4		
24	Senior Legislative Analyst	2	2	2			
16	Administrative Assistant	1	1			1	
16	Legislative Assistant	2	2	0.3	1.5	0.2	
16	Secretary to Council	1	1	1			
16	Secretary to President of Council	1	0				
11	Receptionist to City Council	1	1	0.5	0.5		
7	Clerk III	1	1			1	
7	Clerk III with Typing Bilingual	1	1			1	
FX	President-City Council	(1)	(1)				
FX	Vice President-City Council	(1)	(1)				
FX	Council Member	(7)	(7)				
() = not in totals							
EMPLOYEE YEARS							
Full Time		13.0	12.0	5.4	3.4	3.2	0.0
Overtime		0.0	0.0	0.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		15.2	16.2	3.6	0.5	1.0	11.1
Less: Vacancy Allowance		<u>0.9</u>	<u>0.9</u>	<u>0.2</u>	<u>0.1</u>	<u>0.1</u>	<u>0.5</u>
Total		27.3	27.3	8.8	3.8	4.1	10.6

Purpose

Administration performs the City's executive and central support functions. These include managing City departments, implementing policies for affirmative action, resolving and preventing chronic quality of life, nuisance and disorder issues, preparing and administering the annual budget and capital programs, providing centralized personnel, civil service, and communications functions, distributing information, examining and evaluating City programs, and attending to the legal business of the City.

Organization

Administration consists of six major units: Mayor's Office, NET Office, Bureau of Budget and Efficiency, Bureau of Human Resource Management, Bureau of Communications, and Law Department.



Year-to-Year Comparison

<u>Main Functions</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>	<u>Change</u>	<u>Percent Change</u>
Mayor's Office	2,354,300	2,273,200	-81,100	-3.4%
NET	4,091,600	3,948,200	-143,400	-3.5%
Budget & Efficiency	708,900	706,400	-2,500	-0.4%
Human Resource Management	2,010,200	1,984,500	-25,700	-1.3%
Communications	744,500	690,600	-53,900	-7.2%
Law Department	<u>1,788,100</u>	<u>1,778,400</u>	<u>-9,700</u>	-0.5%
Total	11,697,600	11,381,300	-316,300	-2.7%
Employee Years	206.2	200.4	-5.8	-2.8%

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
38,400	22,600	-121,300	-31,800	1,600	-225,800	-316,300

Major Change As proposed by the Mayor:

Three full time positions in the Mayor's Office are eliminated due to budget constraints	-113,400
The Bureau of Communications and Law Department each eliminate a position due to budget constraints	-62,600
The Summer Program in the Bureau of Human Resource Management is discontinued due to budget constraints	-47,400
In NET one-time costs associated with the startup of the Monroe County Department of Social Services Move In/Move Out program during 2001-02 do not recur. Due to the Civil Service requirement that temporary appointments cannot exceed one year, six positions in this program, temporary during 2001-02, become full time. This change does not effect expense	-29,200
In the Bureau of Human Resource Management productivity reduces expense	-26,800

 As amended by City Council:

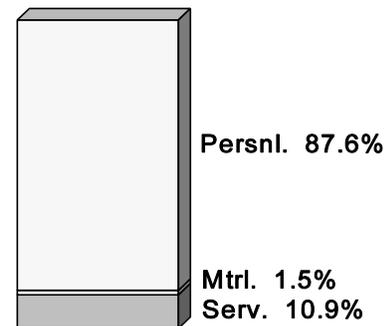
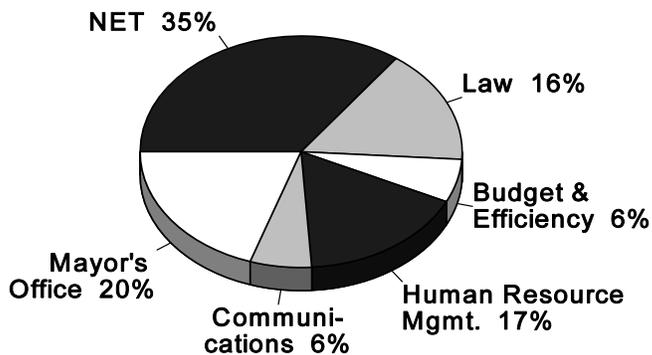
A Renaissance Plan Community Convocation is added	5,000
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ADMINISTRATION EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	8,953,418	9,558,500	10,015,600	9,963,100
Materials & Supplies	163,458	174,800	185,400	174,400
Services	1,175,501	1,347,700	1,496,600	1,243,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	10,292,377	11,081,000	11,697,600	11,381,300

Appropriation by Activity				
Mayor's Office	2,081,182	2,258,300	2,354,300	2,273,200
NET	3,389,800	3,835,000	4,091,600	3,948,200
Budget & Efficiency	632,307	627,800	708,900	706,400
Human Resource Management	1,802,300	1,878,500	2,010,200	1,984,500
Communications	681,714	715,200	744,500	690,600
Law Department	<u>1,705,074</u>	<u>1,766,200</u>	<u>1,788,100</u>	<u>1,778,400</u>
Total	10,292,377	11,081,000	11,697,600	11,381,300

Employee Years by Activity				
Mayor's Office	29.9	35.7	37.1	34.1
NET	63.5	73.5	77.9	78.1
Budget & Efficiency	10.8	10.7	11.6	12.2
Human Resource Management	34.2	37.7	41.6	40.0
Communications	11.7	12.4	13.0	12.0
Law Department	<u>24.7</u>	<u>25.0</u>	<u>25.0</u>	<u>24.0</u>
Total	174.8	195.0	206.2	200.4



**ADMINISTRATION
MAYOR'S OFFICE**

The Mayor is the chief executive officer of the City and is elected by the citizens to a four-year term. The Mayor is empowered to enforce City laws and ordinances, appoint and remove department heads, develop programs and policies, prepare the operating and capital budgets, and examine the performance of all City operations. The Mayor also is responsible for the City's intergovernmental relations.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,354,300	2,273,200	-81,100
Employee Years	37.1	34.1	-3.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
54,900	3,200	-23,900	0	-1,500	-113,800	-81,100

Major Change

As proposed by the Mayor:

Three full time positions are eliminated due to budget constraints -113,400

Productivity improvements result in savings -5,400

A temporary Teen Court Coordinator position is converted to full time as required by Civil Service with no financial impact 0

As amended by City Council:

A Renaissance Plan Community Convocation is added 5,000

MAYOR'S OFFICE

This activity assists the Mayor in performing official duties, including coordinating management of City departments and intergovernmental relations. It also serves as the City's central headquarters for volunteer recruitment, referral, and tracking.

AUDIT & REVIEW

This unit examines and evaluates the controls, compliance, and performance of City programs through audits, evaluations, and special studies. It consults with management staff to enhance and strengthen program performance. It also monitors bingo activity conducted in the City.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Projects scheduled				
● Audits	21	21	23	23
● Reviews and consultations	13	9	10	10
● Bingo expense reviews	6	6	6	6
● Payroll field checks	15	15	15	15
Bingo games conducted	1,686	1,680	1,660	1,680
WORKLOAD				
Projects completed				
● Audits	21	21	23	23

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
● Reviews and consultations	13	9	10	10
● Bingo expense reviews	6	6	6	6
● Payroll field checks	15	15	15	15
Bingo games inspected	109	105	110	110

PATHWAYS TO PEACE – R2010 Campaign #3 - Health, Safety & Responsibility

This unit identifies at-risk youth between the ages of 12 and 25 who are in need of prevention and intervention services. It collaborates with community service providers and law enforcement. It proactively addresses youth via referrals to appropriate services, follows up to referrals and services, and monitors results of violence reduction among youth in the City.

Program Change

The Youth Violence Summit will increase the number of violence prevention presentations. Pathways to Peace will be the lead partner in the Dispute Homicide Prevention Initiative and has expanded the age of the population served.

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Juvenile crimes	904	1,500	2,600	1,200
WORKLOAD				
Client caseload	481	500	500	600
Anti-violence presentation recipients	1,560	750	750	2,000

SPECIAL PROJECTS UNIT – R2010 Campaign #1 - Involved Citizens

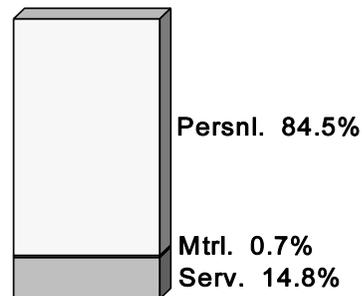
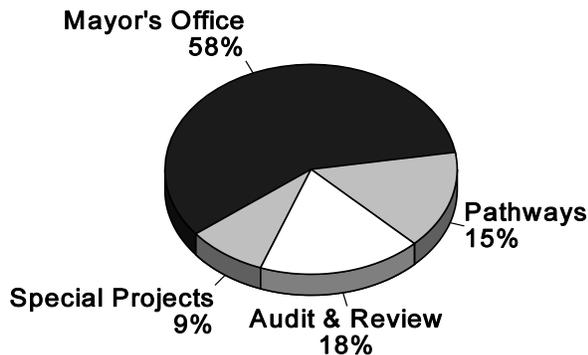
This unit oversees the implementation of the City's comprehensive plan, *Rochester 2010: The Renaissance Plan*. It is responsible for developing the implementation structure and work plan. The unit also coordinates City departmental and public involvement in the plan.

**ADMINISTRATION
MAYOR'S OFFICE
EXPENDITURE SUMMARY**

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,850,508	1,905,900	1,975,000	1,917,000
Materials & Supplies	13,445	15,800	16,800	16,300
Services	217,229	336,600	362,500	339,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,081,182	2,258,300	2,354,300	2,273,200

Appropriation by Activity				
Mayor's Office	1,274,630	1,371,500	1,429,100	1,330,800
Audit & Review	317,392	378,900	413,200	407,600
Pathways to Peace	322,041	324,800	329,400	337,200
Special Projects Unit	<u>167,119</u>	<u>183,100</u>	<u>182,600</u>	<u>197,600</u>
Total	2,081,182	2,258,300	2,354,300	2,273,200

Employee Years by Activity				
Mayor's Office	15.7	19.1	19.9	16.9
Audit & Review	5.9	6.8	7.1	7.1
Pathways to Peace	5.8	6.8	7.1	7.1
Special Projects Unit	<u>2.5</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
Total	29.9	35.7	37.1	34.1



ADMINISTRATION
MAYOR'S OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS			Mayor's Office	Audit & Review	Pathways to Peace	Special Projects Unit	
Br.	Title	Budget 2001-02					Approved 2002-03
FX	Mayor	1	1	1			
FX	Deputy Mayor	1	1	1			
36	Assistant to Mayor	1	1	1			
36	Chief of Staff	1	1	1			
35	Director of Special Projects	1	1			1	
32	Manager, Internal Audit	1	1		1		
29	Executive Staff Assistant IV	2	2	2			
28	Principal Field Auditor	1	1		1		
26	Associate Field Auditor	1	1		1		
26	Dir. of Volntr. & Comm. Affairs	1	1	1			
26	Executive Staff Assistant III	2	2	1		1	
23	Executive Staff Assistant II	2	1	1			
23	Youth Intervention Supervisor	1	1			1	
21	Secretary to Mayor	1	1	1			
20	Sr. Youth Intervention Specialist	0	1			1	
20	Executive Staff Assistant I	2	2	2			
20	Teen Court Coordinator	0	1	1			
18	Secretary to Chief of Staff	1	1	1			
18	Secretary to the Deputy Mayor	1	1	1			
18	Senior Field Auditor	3	3		3		
18	Youth Intervention Specialist	5	4			4	
16	Administrative Assistant	2	1	0.2	0.8		
13	Community Affairs Assistant Bilingual	1	0				
11	Receptionist to the Mayor	1	1	1			
11	Secretary	2	1			1	
11	Secretary/Stenographer	0	1			1	
EMPLOYEE YEARS							
	Full Time	35.0	33.0	16.2	6.8	7.0	3.0
	Overtime	0.1	0.1	0.0	0.0	0.1	0.0
	Part Time, Temporary, Seasonal	2.0	1.0	0.7	0.3	0.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	37.1	34.1	16.9	7.1	7.1	3.0

**ADMINISTRATION
NET OFFICE**

The Neighborhood Empowerment Team (NET) Office consists of ten teams of City employees, with one team assigned to each of the ten Neighbors Building Neighborhoods (NBN) sectors. Each team includes property inspectors and sworn Police personnel to focus on resolution and prevention of chronic quality of life, nuisance, and disorder issues. Traditional Certificate of Occupancy and property complaint services are also provided by NET. The NET teams are based in six site offices located throughout the City.

Expenditures for non-Police personnel and support costs of operating the NET offices are included in this budget. Salary costs for sworn Police personnel assigned to NET teams are included in the Police Department budget.

<u>NET Area</u>	<u>Office Location</u>
A	1494 Dewey Avenue
B	492 Lyell Avenue
C	998 Genesee Street
D	846 S. Clinton Avenue
E	212 Webster Avenue
F	500 Norton Street

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Administer Maria Street Redevelopment Project	#9 - Healthy Urban Neighborhoods	Second Quarter
Administer Fulton Avenue Redevelopment Project	#9 - Healthy Urban Neighborhoods	Second Quarter
Administer Trust/Aebersold/Miller Redevelopment Project	#9 - Healthy Urban Neighborhoods	Fourth Quarter
Administer Jefferson Avenue Redevelopment Project	#9 - Healthy Urban Neighborhoods	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	4,091,600	3,948,200	-143,400
Employee Years	77.9	78.1	0.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
10,600	7,200	-62,700	0	1,600	-100,100	-143,400

Major Change

A one-time allocation in 2001-02 for the Champion Streets program does not recur	-50,000
A Neighborhood Conservation Officer moves to full union release time, necessitating the addition of a Property Conservation Inspector to maintain inspection staffing levels	38,700
Communications expenses are reduced by the replacement of cellular telephones with Walkie-Talkie/Paging devices	-38,700
One-time costs associated with the startup of the Monroe County Department of Social Services Move In/Move Out program during 2001-02 do not recur. Due to the Civil Service requirement that temporary appointments cannot exceed one year, six positions in this program become full time; this change does not effect expense	-29,200
A temporary Property Conservation Inspector in the Move In/Move Out program is reclassified to part time to match funding levels	-20,900

ADMINISTRATION – R2010 Campaign #3 - Health, Safety & Responsibility

This activity includes expenditures related to the administration of NET and the operation of six NET field offices. This activity also performs inspections for the Monroe County Department of Social Services (MCDSS) Move In/Move Out Inspection Program and for the Proactive Property Management Project.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Complaints:				
● Drug locations	1,415	1,470	1,500	1,500
● Nuisance locations	573	500	500	500
● Prostitution	135	120	120	120
● Disorderly residents	545	550	400	500
● Excessive noise (property)	344	430	400	400
● High grass, trash & debris	4,803	4,700	4,700	4,700
● Illegal parking (Right-of-way)	491	450	400	450
● Blighting properties	900	1,000	750	1,100
● Problem businesses	172	150	150	150
● Graffiti	301	210	450	300
● Junk/Unlicensed vehicles	1,373	1,400	1,300	1,400
Refuse enforcement (Right-of-way):				
● Complaints	2,787	2,500	2,000	2,500
● Properties surveyed	4,432	4,500	4,500	4,500
Resident inquiries:				
● Telephone (estimated)	51,000	52,000	53,000	52,000
● Walk-in (estimated)	11,800	12,000	11,000	12,000
MCDSS inspections	11,000	11,000	10,000	11,000

ADMINISTRATION
NET OFFICE

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
WORKLOAD				
Complaints resolved:				
● Drug locations	1,100	1,150	1,000	1,100
● Nuisance locations	468	400	375	400
● Prostitution	79	70	90	75
● Disorderly residents	407	420	350	400
● Excessive noise (property)	230	300	300	300
● High grass, trash & debris	4,576	4,400	4,600	4,600
● Illegal parking (Right-of-way)	401	350	390	375
● Blighting properties	743	750	490	750
● Problem businesses	112	110	110	110
● Graffiti removed	248	210	350	250
Work orders issued:				
● Property cleanups	709	975	1,150	1,000
● Drug location boardups	954	970	1,050	1,000
UPLIFTS conducted	22	25	30	30
Property Code surveys	950	975	900	950
Knock & Talks conducted	710	750	750	750
Junk/unlicensed vehicles				
● Towing contract removal	1,158	1,200	1,350	1,200
● Bounty removal	89	100	75	100
● Voluntary compliance	1,247	1,300	1,150	1,300
Refuse enforcement (Right-of-way):				
● Tickets issued	1,831	1,700	1,400	1,700
● Voluntary compliance	4,100	4,000	4,000	4,000
Resident involvement:				
● Number of PAC TAC volunteers	323	350	400	400
● Number of block clubs	93	95	90	95
● Number of NET neighborhood meetings	1,300	1,300	1,250	1,250
MCDSS inspections	11,000	11,000	10,000	11,000

RECORDS MANAGEMENT & ENFORCEMENT – R2010 Campaign #3 - Health, Safety & Responsibility

The Records Management & Enforcement unit facilitates handling of property code cases. It processes documents relating to the inspection function, issues Notice and Orders that notify property owners of code violations, and issues Certificates of Occupancy, which verify compliance with applicable codes. It maintains the computer based Building Information System and other Bureau records. This activity also performs the enforcement functions. Referrals made to this unit by NET inspections staff receive an owner warning letter and follow up inspections when Code violations are not resolved by a Notice and Order. This activity issues appearance tickets and refers cases to Parking & Municipal Violations (PMV) if voluntary compliance with codes is not achieved.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Complaints received*	7,800	7,500	10,000	7,500
Certificate of Occupancy applications:				
● Multiple family dwelling	3,237	3,400	3,400	3,400
● Single family rentals	412	400	500	500
WORKLOAD				
Cases originated	19,621	19,500	20,000	20,000
Certificate of Occupancy issued:				
● Multiple family dwelling	3,087	3,100	3,100	3,100
● Single family rentals	388	400	500	500
Inspections made:				
● Multiple family dwelling	75,890	76,000	76,600	76,000
● Single family rentals	3,270	3,300	3,500	3,500
Notice and Orders issued	19,621	19,500	20,000	20,000
Owner warning letters issued**	751	850	950	950
Referrals to Parking & Municipal Violations	4,313	4,500	4,500	4,500
RESULTS				
Case dispositions/abatements after tickets or warning letters	3,650	3,700	4,000	4,000

MCDSS - Monroe County Department of Social Services

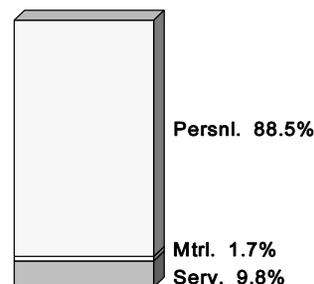
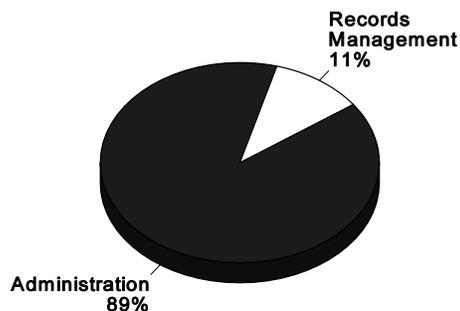
*Complaints received at the central Records Management office. These are in addition to those received at the NET offices.

**Warning letters based on referrals from NET. Not all ticketed cases receive owner warning letter.

**ADMINISTRATION
NET OFFICE
EXPENDITURE SUMMARY**

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	2,855,900	3,302,200	3,474,300	3,493,700
Materials & Supplies	67,800	72,000	68,500	66,200
Services	466,100	460,800	548,800	388,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	3,389,800	3,835,000	4,091,600	3,948,200
Appropriation by Activity				
Administration	2,950,400	3,306,000	3,670,700	3,521,700
Records Management & Enforcement	<u>439,400</u>	<u>529,000</u>	<u>420,900</u>	<u>426,500</u>
Total	3,389,800	3,835,000	4,091,600	3,948,200
Employee Years by Activity				
Administration	50.4	61.0	64.8	66.0
Records Management & Enforcement	<u>13.1</u>	<u>12.5</u>	<u>13.1</u>	<u>12.1</u>
Total	63.5	73.5	77.9	78.1

NET Resource Allocation - Dollars				
NET Allocation	3,389,800	3,835,000	4,091,600	3,948,200
Police Department NET Allocation	<u>1,700,600</u>	<u>1,762,700</u>	<u>1,850,000</u>	<u>1,712,400</u>
Total NET Allocation	5,090,400	5,597,700	5,941,600	5,660,600
NET Resource Allocation - Employee Years				
NET Allocation	63.5	73.5	77.9	78.1
Police Department NET Allocation	<u>29.6</u>	<u>30.3</u>	<u>31.8</u>	<u>29.8</u>
Total NET Allocation	93.1	103.8	109.7	107.9
Note: Salary costs for sworn Police personnel assigned to NET teams are included in the Police Department budget and are shown here for reference only				



ADMINISTRATION
NET OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Records Management & Enforcement
Br.	Title	Budget 2001-02	Approved 2002-03		
35	NET Director	1	1	1	
31	NET Administrator	6	6	6	
27	Administrator of Code Compliance	1	1		1
27	Assistant Net Administrator	3	3	3	
27	NET Code Coordinator	1	1	1	
24	Code Enforcement Coordinator	1	1		1
21	Neigh. Conservation Officer	26	22	22	
21	Neigh. Conservation Officer Bilingual	1	1	1	
20	Executive Assistant	3	3	3	
20	Executive Assistant Bilingual	1	1	1	
18	Neigh. Conserv. Officer Trainee	1	6	6	
17	Property Conservation Inspector	2	6	6	
16	Administrative Assistant	1	1		1
12	Customer Service Representative	6	6	6	
11	Secretary	1	1		1
11	Senior Service Assistant	1	1		1
9	Clerk II	3	3		3
9	Clerk II with Typing	1	4	3	1
7	Clerk III	1	1		1
7	Clerk III with Typing	3	2	1	1
7	Clerk III with Typing Bilingual	2	2	2	
7	Telephone Representative	1	1	1	
3	Clerk Typist	1	1		1
EMPLOYEE YEARS					
Full Time		68.0	75.0	63.0	12.0
Overtime		1.1	1.1	1.0	0.1
Part Time, Temporary, Seasonal		9.3	2.5	2.5	0.0
Less: Vacancy Allowance		<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.0</u>
Total		77.9	78.1	66.0	12.1

The following full time positions are included in the budget of the Police Department, Patrol Division but are assigned to NET offices and are shown here for reference only.			
Br.	Title	2001-02	2002-03
94	Police Lieutenant	10	8
90	Police Officer	22	22
EMPLOYEE YEARS			
Full Time		32.0	30.0
Overtime		0.4	0.4
Part Time, Temporary, Seasonal		0.0	0.0
Less: Vacancy Allowance		<u>0.6</u>	<u>0.6</u>
Total		31.8	29.8

ADMINISTRATION
BUREAU OF BUDGET & EFFICIENCY

The Bureau of Budget and Efficiency supervises the preparation and administration of the annual budget, the Capital Improvement Program, and other appropriations. It develops long-range fiscal plans, conducts studies of agencies to determine work quality and improve efficiency, recommends standards of management, work measurement and performance, recommends programs and policies, and conducts research on matters of general concern to the City.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Conduct Human Resource Management Customer Satisfaction Survey	#7 - Quality Service	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	708,900	706,400	-2,500
Employee Years	11.6	12.2	0.6

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-31,200	300	-6,000	0	-1,200	35,600	-2,500

Major Change

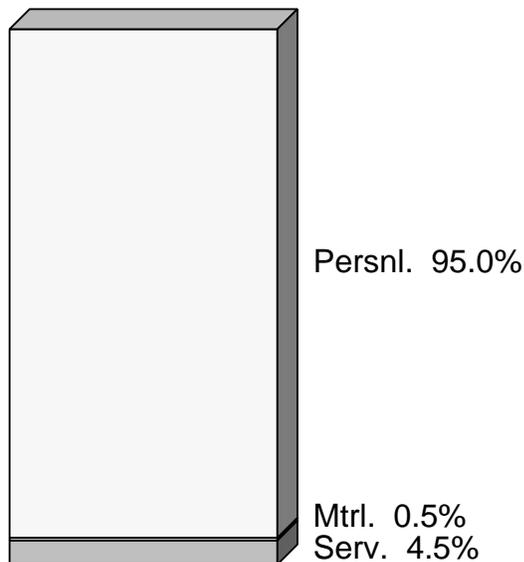
Half of the cost of an Assistant to the Mayor position shared with Human Resources Management is added	50,600
A one-time allocation for an impact analysis of the closing of Genesee Hospital is eliminated	-20,000
A one-time budget reduction in 2001-02 does not recur	5,000

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
WORKLOAD				
Budget amendments processed	29	30	40	35
Appropriation transfers reviewed	675	600	700	650
Contracts reviewed	786	800	850	800

ADMINISTRATION
BUREAU OF BUDGET & EFFICIENCY
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	590,365	564,600	646,600	671,000
Materials & Supplies	2,287	7,800	3,500	3,500
Services	39,655	55,400	58,800	31,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	632,307	627,800	708,900	706,400
Appropriation by Activity				
Budget & Management Analysis	632,307	627,800	708,900	706,400
Employee Years by Activity				
Budget & Management Analysis	10.8	10.7	11.6	12.2



ADMINISTRATION
BUREAU OF BUDGET & EFFICIENCY
PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2001-02	Approved 2002-03
36	Assistant to the Mayor	0	0.5
35	Director of Budget & Efficiency	1	0
35	Deputy Dir. of Budget & Efficiency	0	1
32	Deputy Dir. of Budget & Efficiency	1	0
29	Principal Staff Assistant	0	1
26	Associate Administrative Analyst	1	1
24	Assistant to Dir. of Budget & Efficiency	1	1
24	Senior Administrative Analyst	3.5	1.5
20	Administrative Analyst	1	2
20	Administrative Analyst Bilingual	0	1
20	Senior Accountant	1	1
18	Assistant Community Program Planner	1	1
15	Secretary to Dir. of Budget & Efficiency	1	1
EMPLOYEE YEARS			
	Full Time	11.5	12.0
	Overtime	0.1	0.2
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>
	Total	11.6	12.2

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT

The Bureau of Human Resource Management, through its eight activities, provides centralized personnel services.

Administration manages the Bureau, establishes personnel policies, implements policies for affirmative action, and coordinates employee training programs. Civil Service classifies positions, administers civil service examinations, and establishes lists of eligible applicants. Labor Relations negotiates and administers labor contracts. Staffing Services is responsible for all phases of the employment process and monitors and implements employment aspects of the City's Affirmative Action Plan. Exam Services develops civil service examinations. Benefits Administration administers benefit programs for employees and retirees. Information Services maintains employee records. Health and Safety coordinates the City's safety function and case management of employees on work-related injury leave.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Conduct Police Officer examination (Written)	#3 - Health, Safety & Responsibility #9 - Healthy Urban Neighborhoods	Second Quarter
Participate in Human Resource Management Customer Satisfaction Survey to be conducted by the Bureau of Budget and Efficiency	#7 - Quality Services	Fourth Quarter
Review policy and procedures pertaining to exam development, benefits administration, and training and safety.	#7 - Quality Services	Fourth Quarter
Conduct Police Officer examination (Agility)	#3 - Health, Safety & Responsibility #9 - Healthy Urban Neighborhoods	Fourth Quarter
Conduct Fire Fighter examination	#3 - Health, Safety & Responsibility #9 - Healthy Urban Neighborhoods	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,010,200	1,984,500	-25,700
Employee Years	41.6	40.0	-1.6

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-12,600	-600	-15,600	-31,800	-200	35,100	-25,700

Major Change

Expense for staffing and organizational changes in the Administration activity, including the addition of half the cost for an Assistant to the Mayor, a Manager of Administrative Services, and a Municipal Assistant is partially offset by the elimination of the Director of Human Resource Management and a Clerk II. An Administrative Assistant, temporary in 2001-02 is full time in 2002-03. 62,000

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT

Major Change

The Summer Program is discontinued, due to budget constraints. The vacancy factor shown for 2001-02 is entirely attributable to this program. That vacancy factor no longer applies and although a vacancy factor of .8 is shown for 2002-03, this factor is based on the higher wage base in the activities effected, thereby creating the year-to-year expense variance shown above.	-47,400
Examinations will be given for Police Officer	39,900
An examination will be given for Fire Fighter	28,500
Productivity reduces expense	-26,800
A full time Selection Specialist in Examination Services will be replaced by part time position	-21,100

ADMINISTRATION

Administration directs, manages, and sets policy for the Bureau and implements policies for affirmative action. It coordinates the Bureau's activities with those of other City departments. It also offers training programs that enhance the skill levels and effectiveness of the workforce and coordinates the City's training function. It supports Total Quality Management initiatives.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Requests for Affirmative Action assistance	1,413	1,400	1,450	1,475
WORKLOAD				
Affirmative Action assistance:				
• Consultations held	78	60	65	70
• Investigations conducted	65	60	60	65
• ADA accommodations processed	27	20	25	30
Employees trained in supervisory skills	26	119	30	134
Employees trained in job development skills	1,070	1,331	1,250	1,300
Applications for tuition reimbursement	433	415	400	415
Employee suggestions processed	98	90	125	100

ADA - Americans with Disabilities Act

CIVIL SERVICE

The Civil Service unit administers New York State Civil Service Law for the City of Rochester and the Rochester Housing Authority. The Civil Service Commission, consisting of five members appointed by the Mayor, prescribes the rules to be applied. The Civil Service staff carries out the rules through classifying positions, administering civil service examinations, establishing lists of eligible job applicants, and hearing appeals.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Provisional Positions	312	230	200	180
WORKLOAD				
Examinations administered	62	71	75	70

LABOR RELATIONS

Labor Relations negotiates and administers collective bargaining agreements with City employee unions. It processes grievances, represents the City in arbitration proceedings and legislative hearings, and represents the City in conferences and hearings before the Public Employee Relations Board. It advises the Mayor and department heads on contract matters and conducts related research.

This unit holds regular labor-management meetings in departments to identify and address issues before they become grievances. It also trains supervisory and management personnel in contract interpretation and administration.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Grievances filed	104	82	80	80
WORKLOAD				
Contracts negotiated	0	4	4	3
Grievances resolved pre-arbitration	59	86	70	70
Grievances requiring arbitration	12	15	20	20

STAFFING SERVICES

Staffing Services is responsible for processing the hiring, promoting, transferring, and terminating of employees. It monitors position vacancies, processes personnel requisitions from departments, arranges advertisements, interviews, referrals, and administers posting, bidding, and layoff procedures in accordance with City policies and collective bargaining agreements. This unit is also responsible for monitoring and implementing the employment aspects of the City's Affirmative Action Plan. Staff meets with departmental representatives during all phases of the employment process.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Civil service exam and job applications received	11,221	10,000	10,500	10,500
Number of positions requisitioned	1,065	522	800	800
WORKLOAD				
Job recruitments conducted:				
• Postings	96	48	80	80
• Advertisements	105	75	100	100
• Civil Service list certifications	<u>196</u>	<u>100</u>	<u>250</u>	<u>200</u>
Total	397	223	430	380
Median time required to fill positions requisitioned	27	39	22	35
RESULTS				
Affirmative Action new hires:				
• percent females	35.3	35.0	42.0	36.0
• percent minority	38.6	35.0	38.0	36.0
Affirmative Action workforce participation:				
• percent females	27.6	27.0	29.0	28.0
• percent minority	25.8	25.0	26.0	28.0
Number of requisitioned positions filled	888	300	700	700
Number of requisitioned positions vacant:				
• full time	68	61	35	35
• part time, temporary, and seasonal	<u>109</u>	<u>161</u>	<u>65</u>	<u>65</u>
Total	177	122	100	100

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT

EXAM SERVICES

Exam Services develops civil service examinations used in recruiting a qualified workforce. Activities include studies of groups of related jobs, writing job class descriptions, and oversight of the position classification process.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Provisional positions	312	230	200	180
WORKLOAD				
Specifications developed or revised	39	45	20	20
Examinations developed locally	12	22	22	11

BENEFITS ADMINISTRATION

Benefits administers benefit programs for City employees and retirees. The benefit programs administered include the following:

Group Health Insurance	Deferred Compensation
Group Dental Insurance	Benefit Open Enrollment
Group Life Insurance	Child Care Referral Service
Cafeteria Benefits Plan	Parking Transit Reimbursement Account
Domestic Partner Program	Flexible Spending Account
Long Term Disability	

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Benefits inquiries	15,183	14,524	14,500	14,500
Health Care Plans available	7	7	7	7
Health Plans groups	N/A	83	N/A	91
WORKLOAD				
Benefits inquiries responses	15,183	14,524	14,500	14,500

N/A - Not Applicable

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT

3-21

INFORMATION SERVICES

Information Services maintains central personnel records. It enters personnel transactions into the automated Personnel/Payroll System that controls payroll, time banks, salary payroll deductions, and benefits. The activity produces specialized personnel management reports for City departments.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Employee status changes:				
● Job title/position/pay	10,493	10,300	10,300	10,400
● Payroll deductions	<u>11,319</u>	<u>11,000</u>	<u>11,000</u>	<u>11,300</u>
Total	21,812	21,300	21,300	21,700
Job creations and abolishments	744	659	659	700
WORKLOAD				
Employee status changes processed	21,812	21,300	21,300	21,700

HEALTH & SAFETY

This activity coordinates the City's safety function. It also coordinates case management of employees on work-related injury leave.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Personal injury accidents	390	340	358	359
Motor vehicle accidents	171	144	172	170
WORKLOAD				
OSHA recordable accident reports processed	274	245	256	258
Motor vehicle accident reports completed	171	144	172	170
Motor vehicle accidents				
● Preventable	76	75	93	92
● Non-preventable	95	69	79	78
RESULTS				
Accident rate per 100 non-uniformed employees:				
● Personal injury (percent)	21	18	19	19
● Motor vehicle (percent)	9	7	9	9
Percent of personal injury accidents judged OSHA recordable (percent)	70	72	72	72
Percent of motor vehicle accidents judged preventable (percent)	44	52	54	54
Training Sessions Conducted	9	11	9	10
Employees Trained in General Safety/Wellness	523	529	522	518

OSHA - Occupational Safety and Health Administration

ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT
EXPENDITURE SUMMARY

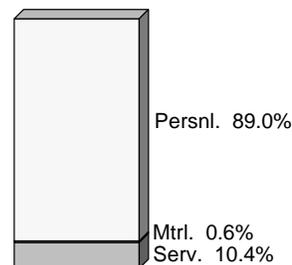
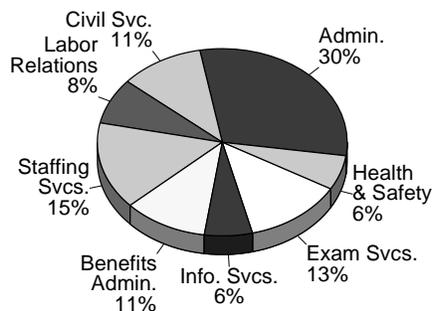
	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,581,500	1,663,200	1,758,100	1,765,700
Materials & Supplies	11,600	10,000	23,000	12,300
Services	209,200	205,300	229,100	206,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,802,300	1,878,500	2,010,200	1,984,500

Appropriation by Activity

Administration	487,400	536,900	541,600	594,800
Civil Service	220,300	262,500	266,900	217,300
Labor Relations	157,400	166,900	170,700	151,000
Staffing Services	296,200	256,000	295,900	288,400
Exam Services	246,500	209,400	217,100	261,600
Benefits Administration	126,400	175,900	210,600	227,000
Information Services	141,600	139,100	132,200	127,700
Health & Safety	95,700	112,000	127,800	116,700
Summer Program	<u>30,800</u>	<u>19,800</u>	<u>47,400</u>	<u>0</u>
Total	1,802,300	1,878,500	2,010,200	1,984,500

Employee Years by Activity

Administration	5.9	9.1	9.1	9.7
Civil Service	4.0	5.0	5.0	3.8
Labor Relations	3.1	2.8	2.9	2.7
Staffing Services	7.6	6.3	7.2	7.1
Exam Services	4.5	4.0	4.1	4.5
Benefits Administration	3.4	4.3	5.2	6.1
Information Services	3.4	2.7	2.9	3.0
Health & Safety	1.6	2.7	3.1	3.1
Summer Program	<u>0.7</u>	<u>0.8</u>	<u>2.1</u>	<u>0.0</u>
Total	34.2	37.7	41.6	40.0



ADMINISTRATION
BUREAU OF HUMAN RESOURCE MANAGEMENT
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Civil Service	Labor Relations	Staffing Services	Exam Services	Benefits Administration	Information Services	Health & Safety
Br.	Title	Budget 2001-02	Approved 2002-03								
36	Assistant to the Mayor	0	0.5	0.5							
35	Director of Human Resource Management	1	0	0							
32	Assistant Director of Human Resource Management	1	1	0.4			0.2	0.1	0.2	0.1	
32	Manager of Labor Relations	1	1			0.9					0.1
30	Affirmative Action Officer	0	1	1							
30	Manager of Administrative Services	0	1	1							
26	Affirmative Action Officer	1	0								
26	Human Resource Coordinator	1	1					1			
26	Labor Relations Specialist	1	1			1					
24	Associate Personnel Analyst	3	3	1	1						1
24	Senior Administrative Analyst	1	1							1	
23	Senior Human Resource Consultant	2	1				1				
21	Human Resource Consultant	3	4		1		1	1	1		
21	Selection Specialist	1	0								
20	Computer Programmer	1	1	0.5						0.5	
20	Senior Personnel Analyst	1	1						1		
18	Human Resources Specialist Bilingual	1	1				1				
18	Municipal Assistant	0	1	1							
16	Administrative Assistant	0	1	1							
16	Research Assistant	1	1						1		
15	Secretary to Director of Human Resource Management	1	1	1							
13	Confidential Secretary	1	1	1							
12	Human Resource Associate	2	2		1		1				
9	Clerk II	1	0								
9	Clerk II with Typing	3	3			1			1		1
9	Clerk II with Typing Bilingual	1	1				1				
7	Clerk III	1	1							1	
7	Clerk III with Typing	6	6	1			1	1	2		1
6	Receptionist Typist	1	1				1				
EMPLOYEE YEARS											
Full Time		37.0	37.5	9.4	3.0	2.9	7.2	3.1	6.2	2.6	3.1
Overtime		0.8	1.3	0.0	0.3	0.0	0.0	1.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		4.6	2.0	0.5	0.5	0.0	0.0	0.5	0.0	0.5	0.0
Less: Vacancy Allowance		<u>0.8</u>	<u>0.8</u>	<u>0.2</u>	<u>0.0</u>	<u>0.2</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>
Total		41.6	40.0	9.7	3.8	2.7	7.1	4.5	6.1	3.0	3.1

ADMINISTRATION
BUREAU OF COMMUNICATIONS

This Bureau provides information about the City to the public. It issues press releases, schedules news conferences, arranges public appearances, and prepares information materials for public distribution. It responds to inquiries under the Freedom of Information and Open Meeting Laws.

It also provides writing, graphic design, photographic, and advertising support to City departments and outside nonprofit agencies sharing mutual goals or joint projects with the City. It creates promotional campaigns, literature, posters, audiovisual programs, and video productions for the City and individual departments. It develops programming on Rochester's cable television government access channel and maintains, updates, and develops a portion of Rochester Images, an on-line catalogue of photographs documenting a visual history of the City.

The 2002-03 work plan includes the following:

Objective	Projected Completion
Conduct feasibility study on the cost of converting usable & long-term archives from videotape to DVD	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	744,500	690,600	-53,900
Employee Years	13.0	12.0	-1.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
10,300	4,400	-5,200	0	2,500	-65,900	-53,900

Major Change

A position is abolished due to budget constraints	-35,900
One-time budget amendment to publicize Human Rights Legislation is not repeated	-30,000

INFORMATION AND GRAPHIC SERVICES

The Information and Graphic Services unit manages the Bureau and is responsible for distributing information to the public and press. It prepares informational brochures and news releases and arranges press conferences, briefings, and ceremonies. It plans and administers informational campaigns and provides graphic design services including art, layout, specifications, and printing for forms, literature, and other materials, as well as scripts and graphics for broadcast ads and audiovisual presentations.

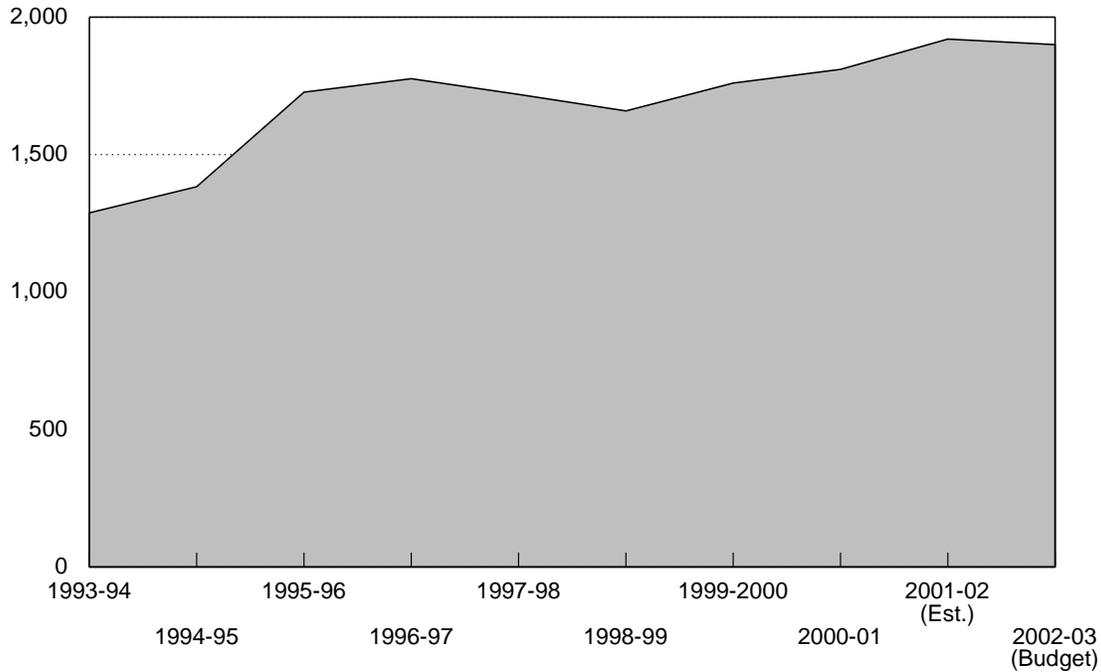
Program Change

Fewer graphic projects will be produced due to a reduction in staff.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Major promotional campaign requests	48	56	30	39
Freedom of Information applications	1,810	1,920	1,800	1,900
News release requests	480	500	515	500
Press conference and briefing requests	69	81	70	75
Radio advertisements requested	10	11	8	8
Graphics projects requested:				
• Large (16 hours or more)	43	38	48	35
• Medium (5-15 hours)	197	235	250	225
• Small (1-4 hours)	<u>180</u>	<u>167</u>	<u>200</u>	<u>160</u>
Total	420	440	498	420
WORKLOAD				
Major promotional campaigns designed	48	56	30	39
Freedom of Information applications processed	1,810	1,920	1,800	1,900
News releases prepared	480	500	515	500
Press conferences and briefings scheduled	69	81	70	75
Radio advertisements produced	10	11	8	8
Graphics projects produced	420	440	498	420

Freedom of Information Applications



ADMINISTRATION
BUREAU OF COMMUNICATIONS

PHOTOGRAPHIC AND VIDEO SERVICES

Photographic and Video Services documents City construction projects, street and water repairs, vacant buildings, and properties acquired by the City through foreclosures. City videographers and photographers also record important City activities and special events. They develop, enlarge, and print negatives, and maintain a large collection of contemporary and historical negatives, prints, and slides. They also produce audio tapes, photographic and digital images, and video productions for advertising, promotional materials, TV, radio, print ads, and brochures.

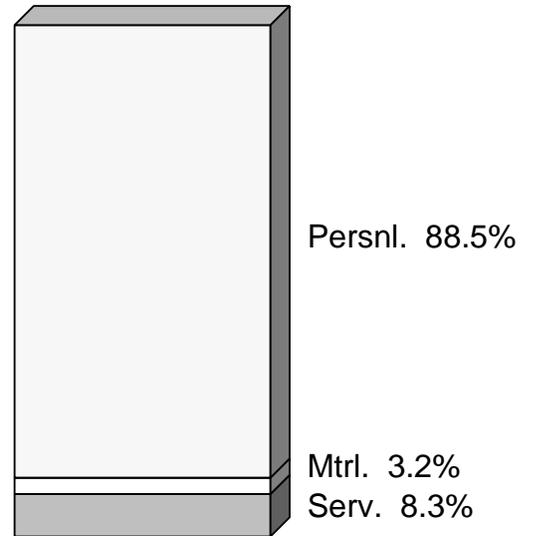
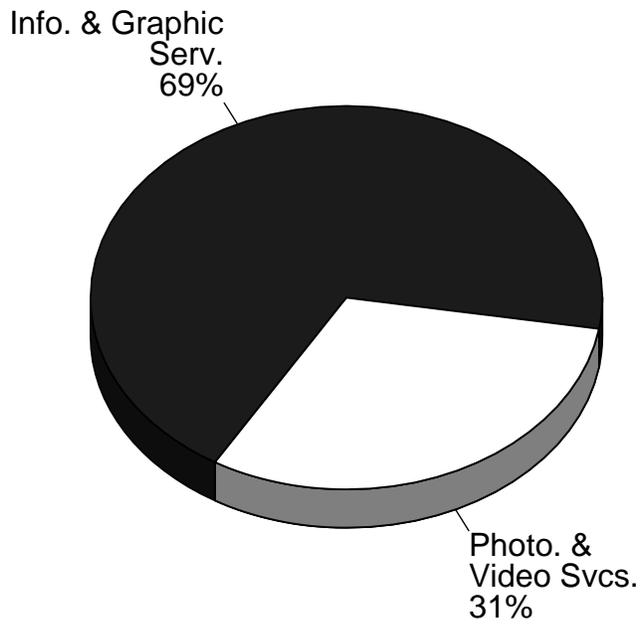
This activity also supports the City's use of telecommunication technology. It produces video programs for training, promotion, and documentation of City services and events. The unit coordinates all programming on Rochester's government access channel.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Photo assignments requested				
• conventional	445	440	450	440
• digital	270	280	270	275
Cable TV and video programs requested	238	242	230	240
Cable TV announcements requested	1,560	1,560	1,560	1,560
Video duplication requests	1,630	1,650	1,600	1,620
WORKLOAD				
Prints made	7,250	7,250	7,300	7,200
35mm color slides prepared	18,300	18,250	18,400	18,100
Slide shows produced	22	26	6	30
Retrieval and reproduction of prints and slides (estimated)	800	800	800	800
Photo assignments completed	715	720	725	720
Cable TV announcements aired	1,400	1,400	1,400	1,400
Hours of cable TV and video programs produced	44	48	45	45
Hours of cable TV and video programs aired	235	242	235	240
Videotape duplication (number of copies)	1,630	1,650	1,600	1,620

ADMINISTRATION
BUREAU OF COMMUNICATIONS
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	615,407	608,000	637,300	611,700
Materials & Supplies	20,308	20,700	21,100	21,800
Services	45,999	86,500	86,100	57,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	681,714	715,200	744,500	690,600
Appropriation by Activity				
Information and Graphic Services	472,697	495,700	530,900	474,800
Photographic and Video Services	<u>209,017</u>	<u>219,500</u>	<u>213,600</u>	<u>215,800</u>
Total	681,714	715,200	744,500	690,600
Employee Years by Activity				
Information and Graphic Services	7.8	8.6	9.0	8.0
Photographic and Video Services	<u>3.9</u>	<u>3.8</u>	<u>4.0</u>	<u>4.0</u>
Total	11.7	12.4	13.0	12.0



ADMINISTRATION
BUREAU OF COMMUNICATIONS
PERSONNEL SUMMARY

FULL TIME POSITIONS				Information & Graphic Services	Photographic & Video Services
Br.	Title	Budget 2001-02	Approved 2002-03		
35	Director, Communications	1	1	1	
28	Principal Communications Asst.	1	1	1	
25	Principal Graphic Designer	1	1	1	
23	Assistant to Dir. - Communications	1	1	1	
23	Photolab Supervisor	1	1		1
23	Principal Television Technician	1	1		1
21	Sr. Communications Assistant	1	1	1	
18	Photographer II	1	1		1
18	Graphic Designer	1	1	1	
18	Senior Television Technician	1	1		1
15	Graphic Artist	1	0		
15	Secretary to Dir. - Communications	1	1	1	
EMPLOYEE YEARS					
	Full Time	12.0	11.0	7.0	4.0
	Overtime	0.0	0.0	0.0	0.0
	Part Time, Temporary, Seasonal	1.0	1.0	1.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	13.0	12.0	8.0	4.0

The Law Department attends to the City's legal business. It provides legal advice and advocacy to City Council, the Mayor, City departments, boards, and agencies. It prepares and interprets contracts and assists in labor negotiations and collective bargaining. It drafts local laws and ordinances. It reviews proposed New York State legislation affecting the City and researches New York State and Federal legislation. It handles acquisition, management, and disposal of properties and represents the City in civil, criminal, and bankruptcy proceedings. It also implements legal remedies to address quality-of-life and nuisance abatement issues.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	1,788,100	1,778,400	-9,700
Employee Years	25.0	24.0	-1.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
6,400	8,100	-7,900	0	400	-16,700	-9,700

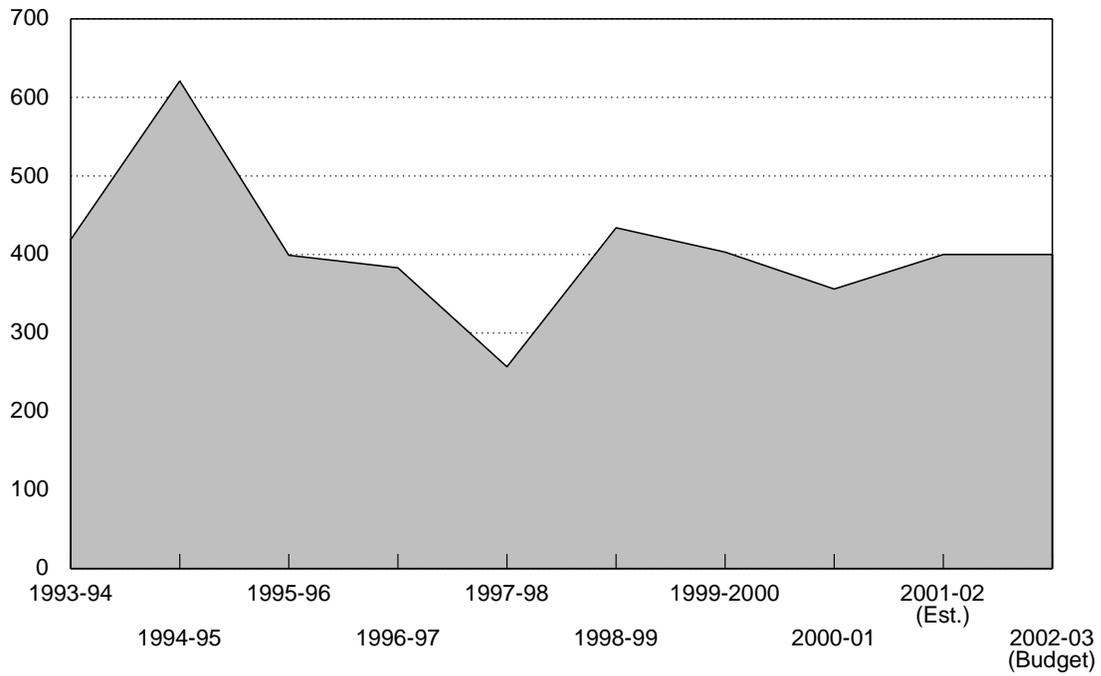
Major Change

Clerical position is eliminated due to budget constraints	-26,700
Professional fees increase to reflect historical spending and needs.	10,000

Performance Indicators

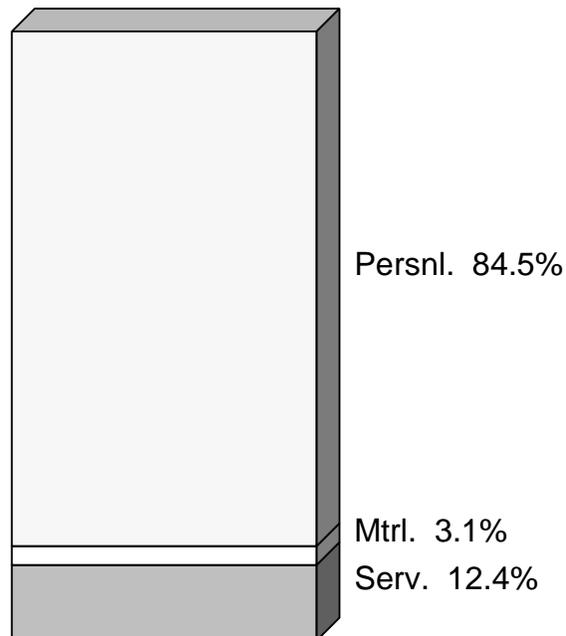
	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Claims filed against City	538	550	550	550
WORKLOAD				
Trials and arbitrations	92	120	100	105
Appeals	39	35	40	35
Collection cases	165	156	170	160
Bankruptcies	116	140	110	130
Motions and discovery	330	330	350	330
Administrative contests	128	130	180	150
Freedom of Information Law reviews & appeals	356	400	400	400
Real estate closings	1,045	1,300	900	1,200
Legislative items drafted	440	450	450	450
Contracts drafted	80	70	90	80
Contracts, bonds, liens reviewed	834	800	800	800
Quality-of-life and nuisance abatement inquiries, cases, contests & reviews	210	180	240	180

Freedom of Information Reviews & Appeals



ADMINISTRATION
LAW DEPARTMENT
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,459,738	1,514,600	1,524,300	1,504,000
Materials & Supplies	48,018	48,500	52,500	54,300
Services	197,318	203,100	211,300	220,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,705,074	1,766,200	1,788,100	1,778,400
Appropriation by Activity				
Legal Services	1,705,074	1,766,200	1,788,100	1,778,400
Employee Years by Activity				
Legal Services	24.7	25.0	25.0	24.0



ADMINISTRATION
LAW DEPARTMENT
PERSONNEL SUMMARY

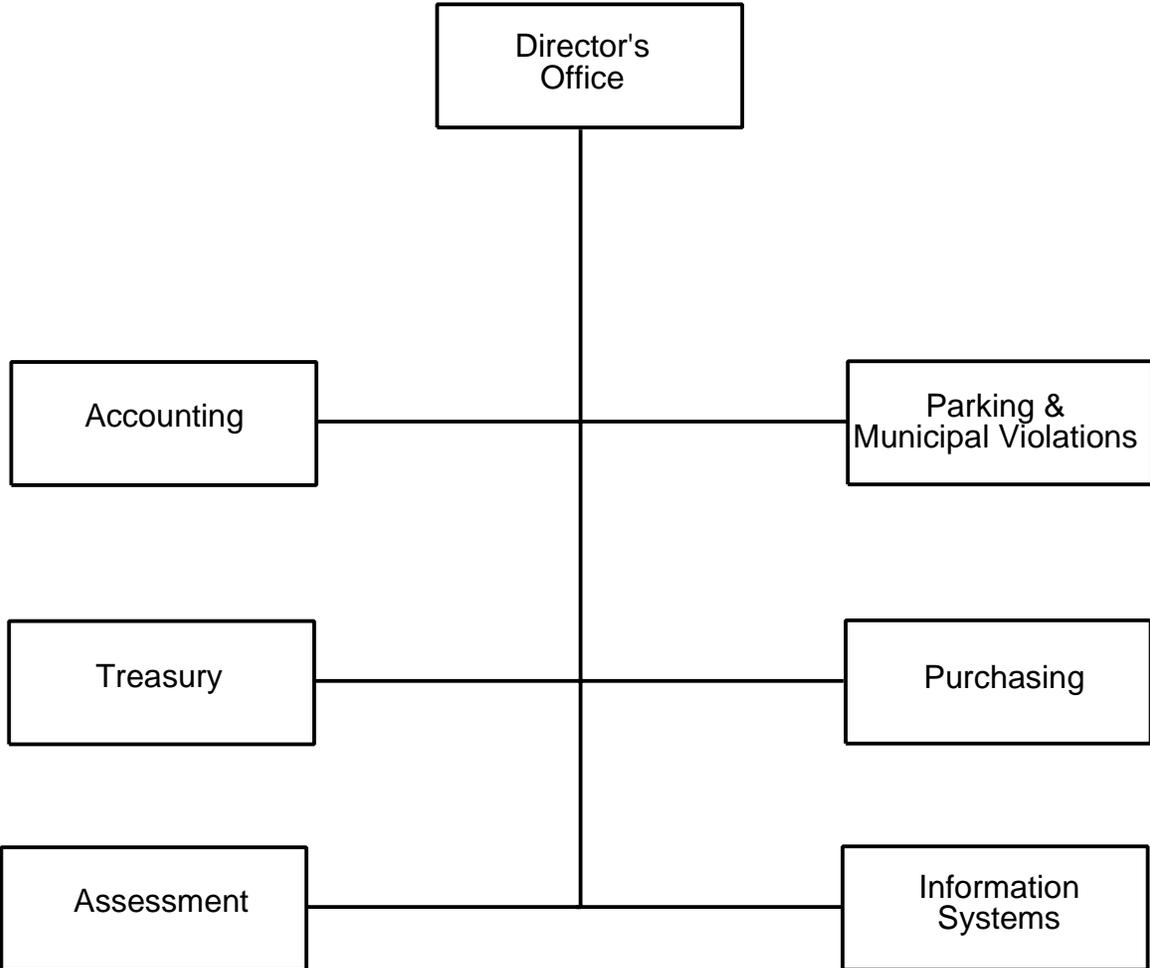
FULL TIME POSITIONS			
Br.	Title	Budget 2001-02	Approved 2002-03
36	Corporation Counsel	1	1
34	Municipal Attorney IV	1	1
32	Municipal Attorney III	11	10
29	Municipal Attorney II	1	1
25	Municipal Attorney I1	0	1
20	Assistant to Corporation Counsel	1	1
20	Legal Asst./Claims Investigator	1	1
20	Legal Asst./Collections/Foreclosures	1	1
20	Legal Asst./Real Estate	3	3
11	Senior Legal Secretary	2	2
9	Legal Secretary	3	2
EMPLOYEE YEARS			
	Full Time	25.0	24.0
	Overtime	0.0	0.0
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>
	Total	25.0	24.0

Purpose

The Department of Finance manages the City's financial affairs. It collects revenues, manages and invests cash, manages City debt, and controls financial processing. Its responsibilities include managing payroll, purchasing, and assessment operations, maintaining financial records and reports, enforcing financial policies and standards, and collecting and storing City records.

Organization

The Department is composed of seven units: the Director's Office, Accounting, Treasury, Assessment, Parking and Municipal Violations, Purchasing, and Information Systems.



Highlights of the Department's 2002-03 work program are presented below. Additional information for each bureau is included in the sections that follow.

Bureau	Highlights	R2010 Campaigns Supported	Projected Completion
Accounting	Prepare Comprehensive Annual Financial Report for 2001-02 in accordance with current national public sector standards	#7 - Quality Service	Second Quarter
Assessment	Commence initial phase for a city-wide revaluation of all properties	#6 - Economic Vitality #7 - Quality Service #9 - Healthy Urban Neighborhoods	Fourth Quarter

Year-to-Year Comparison

Bureau	Budget 2001-02	Budget 2002-03	Change	Percent Change
Director's Office	583,900	591,500	7,600	1.3%
Accounting	867,900	848,900	-19,000	-2.2%
Treasury	1,678,000	1,704,400	26,400	1.6%
Assessment	962,800	1,034,400	71,600	7.4%
Parking & Municipal Violations	797,900	814,500	16,600	2.1%
Purchasing	863,600	798,300	-65,300	-7.6%
Information Systems	<u>2,286,900</u>	<u>2,297,500</u>	<u>10,600</u>	0.5%
Total	8,041,000	8,089,500	48,500	0.6%
Less: Intrafund Credit	<u>860,900</u>	<u>1,000,200</u>	<u>139,300</u>	16.2%
Total	7,180,100	7,089,300	-90,800	-1.3%
Employee Years	141.1	140.3	-0.8	-0.6%

Change Detail

Salary & Wage Adjustment	General Inflation	Chargebacks	Vacancy Allowance	Miscellaneous	Major Change	Total
40,300	21,300	-116,000	0	4,800	-41,200	-90,800

Major Change

Two full time positions and one on-call position are eliminated due to budget constraints	-74,500
A revaluation of all city properties is planned for 2004; funding is provided in 2002-03 for the initial data mailing and preparation work	62,200
Purchase of a copier eliminates lease payments	-62,000
Postal rate increase occurs	44,100
The new mainframe computer requires less operations support, allowing the elimination of a vacant position	-34,900
Additional support is provided to Information Services initiatives, particularly e-gov, by the addition of a part time position	33,800
Reductions are made in supplies and services due to budget constraints	-27,400
A one-time budget reduction in 2001-02 does not recur	14,900
Productivity reduces expenditures	-12,200
Additional support is provided to Records Management by the creation of a on-call position to assist during peak periods	10,000
Overtime in Treasury is increased based on projected need	8,900

DEPARTMENT OF FINANCE
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	5,576,740	5,853,800	5,946,400	5,960,200
Materials & Supplies	193,578	200,400	206,600	217,200
Services	1,795,374	1,762,100	1,888,000	1,912,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	7,565,692	7,816,300	8,041,000	8,089,500
Less: Intrafund Credit*	<u>714,173</u>	<u>885,400</u>	<u>860,900</u>	<u>1,000,200</u>
Total	6,851,519	6,930,900	7,180,100	7,089,300

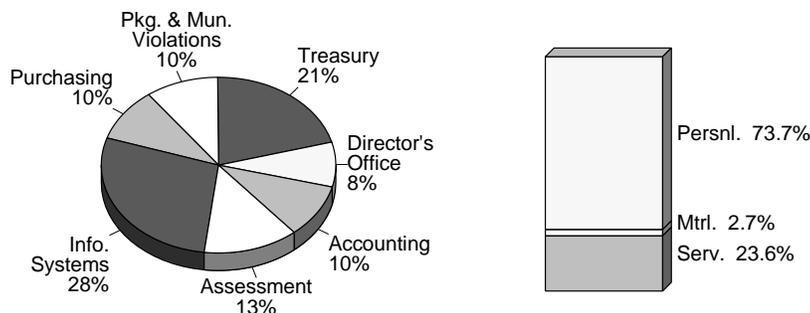
Appropriation by Activity

Director's Office	636,454	581,100	583,900	591,500
Accounting	843,442	841,300	867,900	848,900
Treasury	1,618,407	1,626,000	1,678,000	1,704,400
Assessment	901,388	964,900	962,800	1,034,400
Parking & Municipal Violations	706,100	695,800	797,900	814,500
Purchasing	779,055	797,800	863,600	798,300
Information Systems	<u>2,080,846</u>	<u>2,309,400</u>	<u>2,286,900</u>	<u>2,297,500</u>
Total	7,565,692	7,816,300	8,041,000	8,089,500
Less: Intrafund Credit*	<u>714,173</u>	<u>885,400</u>	<u>860,900</u>	<u>1,000,200</u>
Total	6,851,519	6,930,900	7,180,100	7,089,300

Employee Years by Activity

Director's Office	8.9	8.0	8.5	9.0
Accounting	19.1	18.1	19.2	18.2
Treasury	25.5	25.6	26.2	24.9
Assessment	19.8	20.0	19.9	20.6
Parking & Municipal Violations	17.1	14.5	17.2	17.1
Purchasing	13.1	13.4	13.4	13.3
Information Systems	<u>32.7</u>	<u>35.2</u>	<u>36.7</u>	<u>37.2</u>
Total	136.2	134.8	141.1	140.3

*Reflects chargeback for postage, duplicating, Geographic Information System (GIS)



Administration and records management are the primary responsibilities of this office.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	583,900	591,500	7,600
Employee Years	8.5	9.0	0.5

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-2,000	6,800	-2,600	0	1,000	4,400	7,600

Major Change

Additional support is provided to Records Management by the creation of a on-call position to assist during peak periods	10,000
Productivity reduces expenditures	-5,600

DIRECTOR'S OFFICE

The Director of Finance manages the Department of Finance, supervises the City's debt and risk management activities, administers and enforces Federal and New York State labor standards in construction projects, and monitors Minority/Women Business Enterprise (M/WBE) contract compliance. The Contract Administrator monitors prime contracts only. Sub-contractor audits are limited to payroll. Sub-contracts themselves are not monitored. The Office provides central planning, programming, and development services to the bureaus of the Department.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Outstanding debt (\$000)	353,356	345,380	353,356	345,380
Federal construction contracts	1	5	4	5
Non-Federal construction contracts	439	396	377	414
WORKLOAD				
Bond and note sales	4	3	4	4
Bond and note sales value (\$000)	120,782	176,665	120,782	184,449
Construction site inspections	399	372	753	380
Construction payment applications reviewed	1,908	2,087	2,168	1,817
RESULTS				
Federal construction contracts				
● M/WBE prime contracts	0	0	0	0
● M/WBE sub-contracts	6	18	12	15
Non-Federal construction contracts				
● M/WBE prime contracts	6	2	20	5
● M/WBE sub-contracts	107	111	76	285

DEPARTMENT OF FINANCE
DIRECTOR'S OFFICE

RECORDS MANAGEMENT

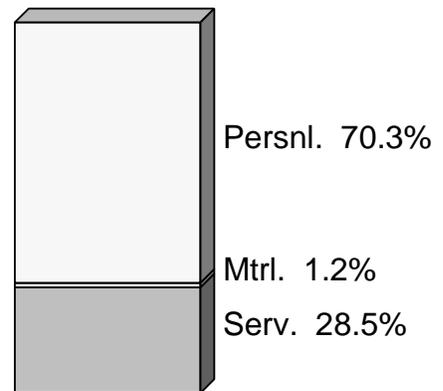
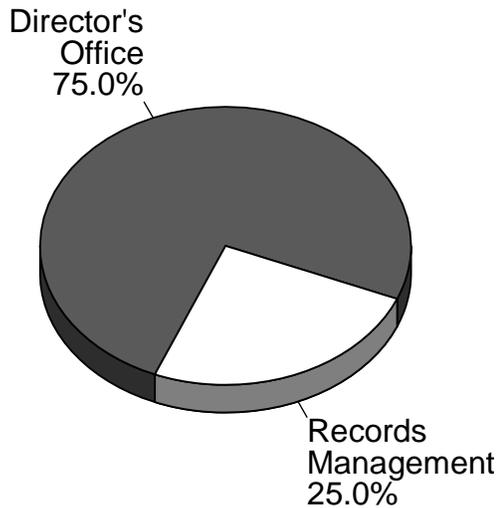
Records Management stores and retrieves City records. It also conducts record and file inventories, microfilms relevant records, and purges duplicate or redundant records and those that conform to the disposal schedules of the New York State Education Department.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Record retrieval requests	1,352	1,750	1,580	1,600
WORKLOAD				
Records disposed - cu. ft.	1,034	800	850	1,000
Images microfilmed	565	639	780	800
Record retrieval requests completed	1,271	1,536	1,517	1,600

DEPARTMENT OF FINANCE
DIRECTOR'S OFFICE
EXPENDITURE SUMMARY

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	408,618	409,500	408,100	416,100
Materials & Supplies	15,883	6,300	7,000	6,600
Services	211,953	165,300	168,800	168,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	636,454	581,100	583,900	591,500
Appropriation by Activity				
Director's Office	423,110	437,500	441,100	444,500
Records Management	<u>213,344</u>	<u>143,600</u>	<u>142,800</u>	<u>147,000</u>
Total	636,454	581,100	583,900	591,500
Employee Years by Activity				
Director's Office	5.2	5.2	5.2	5.2
Records Management	<u>3.7</u>	<u>2.8</u>	<u>3.3</u>	<u>3.8</u>
Total	8.9	8.0	8.5	9.0



DEPARTMENT OF FINANCE
DIRECTOR'S OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS				Director's Office	Records Management
Br.	Title	Budget 2001-02	Approved 2002-03		
36	Director of Finance	1	1	1	
24	Contract Administrator	1	1	1	
24	Records Mgmt. Coordinator	1	1		1
20	Asst. Records Mgmt. Coordinator	1	1		1
18	Secretary to Director	1	1	1	
16	Wage & Hour Investigator	1	1	1	
15	Accountant	1	1	1	
5	Microfilm Operator	1	1		1
EMPLOYEE YEARS					
Full Time		8.0	8.0	5.0	3.0
Overtime		0.2	0.2	0.2	0.0
Part Time, Temporary, Seasonal		0.3	0.8	0.0	0.8
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		8.5	9.0	5.2	3.8

DEPARTMENT OF FINANCE

Accounting reviews, processes, and maintains records of City financial transactions, thus providing information on the City's financial position. It processes payrolls and oversees the fiscal component of Federal and New York State grant programs.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Prepare Comprehensive Annual Financial Report for 2001-02 in accordance with current national public sector standards	#7 - Quality Service	Second Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	867,900	848,900	-19,000
Employee Years	19.2	18.2	-1.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
3,100	600	-3,300	0	3,100	-22,500	-19,000

Major Change

A full time position is eliminated due to budget constraints	-37,200
A one-time budget reduction in 2001-02 does not recur	14,900
Productivity reduces expenditures	-200

ADMINISTRATION

This activity manages the Bureau and sets and maintains standards resulting in accurate and efficient accounting services.

ACCOUNTING SERVICES

This activity maintains general ledger and subsidiary records, reconciles bank statements, and prepares financial statements.

ACCOUNTS PAYABLE/DATA INPUT

This unit receives and audits claim vouchers, the form used by departments to pay vendors. It administers and processes contracts, travel authorizations, and appropriation transfers. It processes documents approved for payment, adjusts account balances, and enters new balances into the Financial Information System.

DEPARTMENT OF FINANCE
ACCOUNTING

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Transactions requested	91,597	91,700	95,700	91,700
WORKLOAD				
Vouchers audited and input	49,006	49,000	49,700	49,000
Appropriation transfers input	6,196	6,200	6,400	6,200
Account lines set up	5,141	5,200	5,200	5,200
Cash transactions input	21,388	21,400	23,000	21,400
Encumbrances set up	9,866	9,900	10,500	9,900

PAYROLL

This unit issues paychecks to each employee and certain pensioners. It prepares necessary payroll-related regulatory reports for Federal, New York State, and other agencies, and performs accounting functions related to health and dental insurance.

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Payrolls Required	177	175	176	176
WORKLOAD				
Checks issued	134,580	134,324	133,000	133,000
Payrolls prepared	177	175	176	176

GRANT ACCOUNTING

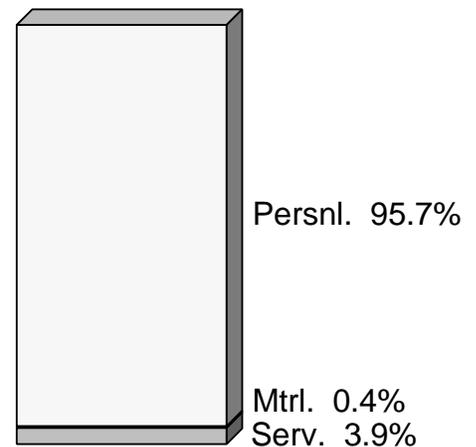
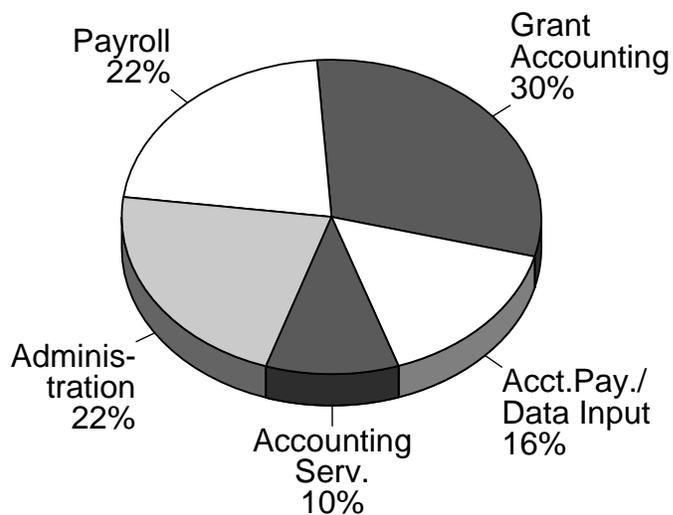
This unit prepares financial reports, assists in audits, and provides centralized accounting for Federal and New York State grants. It reviews grant budgets and monitors loan programs. It also maintains certain receivable files and administers payments in lieu of taxes.

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Federal and New York State grants	97	90	90	95
Loan types	28	28	28	28
Residential property improvement loans serviced	585	552	550	550
In lieu of tax agreements	104	104	104	105
WORKLOAD				
Audits reviewed	20	11	20	11
Reports	585	559	550	560
Accounts receivable billings	9,275	9,306	9,300	9,400
Cash requests	2,250	1,690	2,400	1,350

DEPARTMENT OF FINANCE
ACCOUNTING
EXPENDITURE SUMMARY

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	806,767	806,600	832,200	813,000
Materials & Supplies	2,890	2,700	3,000	3,000
Services	33,785	32,000	32,700	32,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	843,442	841,300	867,900	848,900
Appropriation by Activity				
Administration	183,033	184,400	190,800	191,000
Accounting Services	73,361	78,400	80,400	82,400
Accounts Payable/Data Input	132,709	137,500	136,700	136,900
Payroll	183,351	187,900	186,200	186,200
Grant Accounting	<u>270,988</u>	<u>253,100</u>	<u>273,800</u>	<u>252,400</u>
Total	843,442	841,300	867,900	848,900
Employee Years by Activity				
Administration	2.0	2.0	2.0	2.0
Accounting Services	2.0	2.1	2.1	2.1
Accounts Payable/Data Input	4.0	4.0	4.1	4.1
Payroll	4.1	4.0	4.0	4.0
Grant Accounting	<u>7.0</u>	<u>6.0</u>	<u>7.0</u>	<u>6.0</u>
Total	19.1	18.1	19.2	18.2



DEPARTMENT OF FINANCE
ACCOUNTING
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Accounting Services	Accounts Payable/ Data Input	Payroll	Grant Accounting
Br.	Title	Budget 2001-02	Approved 2002-03					
33	Director, Accounting	1	1	1				
28	Assistant Director, Accounting	1	1	1				
26	Payroll Systems Supervisor	1	1				1	
26	Principal Finance Officer	1	1					1
20	Senior Accountant	5	5		1	1	1	2
18	Payroll Auditor	1	1				1	
17	Payroll Technician	1	1				1	
16	Administrative Assistant	1	0					
15	Accountant	3	3		1			2
9	Clerk II	1	1			1		
9	Clerk II with Typing	3	3			2		1
EMPLOYEE YEARS								
Full Time		19.0	18.0	2.0	2.0	4.0	4.0	6.0
Overtime		0.0	0.0	0.0	0.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		0.2	0.2	0.0	0.1	0.1	0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		19.2	18.2	2.0	2.1	4.1	4.0	6.0

DEPARTMENT OF FINANCE

Treasury collects all monies owed to the City, including taxes and water bills. It has care and custody, including investment responsibility, of all resources of the City and the City School District. The Bureau disburses funds according to policies and regulations. It meters and posts U.S. Mail and provides messenger services to City departments.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	1,189,600	1,042,100	-147,500
Employee Years	26.2	24.9	-1.3

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
6,000	3,900	-169,200	0	-700	12,500	-147,500

Major Change

Postal rate increase occurs	44,100
A full time position and an on-call position are eliminated due to budget constraints	-37,300
Overtime is increased based on projected need	8,900
Productivity reduces expenditures	-3,200

ADMINISTRATION

This activity manages and supervises Treasury operations and invests City and City School District funds to generate interest income. It also maintains the City's cash ledger.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Average daily cash ledger balance (\$000)	243,403	242,000	239,500	242,000
WORKLOAD				
Average daily invested cash bank balance (\$000)	245,527	244,000	239,500	244,000

CASH CONTROL

Cash Control receives and deposits all revenue for the City and the City School District, disburses all City funds, countersigns and distributes payroll checks, processes tax, water, and refuse bills, sells bus passes and parking stamps. The unit also processes travel vouchers and prepares and indexes claim vouchers and water payments for scanning.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Bills received for processing:				
● Tax bills	205,774	207,000	209,000	207,000
● Water bills	178,582	182,000	186,500	182,500
● Commercial refuse bills	7,416	7,500	7,500	7,500

DEPARTMENT OF FINANCE
TREASURY

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
WORKLOAD				
Cash disbursements	46,529	46,750	47,000	47,000
Payments processed:				
• Tax bills	205,774	207,000	209,000	207,000
• Water bills	178,582	182,000	186,500	182,500
• Commercial refuse bills	7,416	7,500	7,500	7,500
Development loan payments processed	6,800	7,000	7,600	7,100

TAX ACCOUNTING

This activity maintains tax receivable records and collects delinquent tax payments. It applies tax payments to the proper accounts and enters necessary adjustments and cancellations. In addition to responding to inquiries from taxpayers about their accounts, Tax Accounting maintains and posts a separate file for property rehabilitation and code enforcement charges. Delinquent account payments are collected, tax payment agreements administered, and foreclosure actions initiated as provided under New York State law.

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Tax accounts	67,504	67,500	67,700	67,500
Delinquent tax accounts	9,015	9,600	8,900	9,100
Delinquent tax balance (\$000)	21,406	21,912	21,800	22,000
Prior years tax agreements	549	600	600	625
Requests for new tax agreements	258	300	300	300
WORKLOAD				
Tax adjustments made	1,982	1,800	1,600	1,600
Foreclosure notices mailed	3,145	3,319	3,200	3,400
Tax agreement applications	258	300	300	300
EFFICIENCY				
Percent of delinquent taxes collected	47.0	47.1	45.0	48.0
RESULTS				
Tax agreements processed	258	300	300	300
City initiated foreclosures	313	293	320	320
Actual foreclosure sales	313	293	320	320
Defaulted tax agreements	13	32	20	40
Properties redeemed before foreclosure	1,884	1,982	2,000	2,000
Delinquent taxes collected, gross (\$000)	10,065	10,330	9,810	10,560

MAIL & MESSENGER SERVICE

This activity processes all interdepartmental and outgoing mail from City facilities, processes U.S. mail for the bureau, acts as liaison to the U.S. Postal Service, processes and dispatches all City billings, and provides logistical support to City departments for targeted mailings. Its messengers deliver daily mail to outlying City facilities, make necessary special deliveries, and provide transportation services.

Program Change

Pure Waters bills are now being added to Monroe County tax bills and longer being processed by this unit. The initial data mailing for starting a revaluation are included in the Budget 2002-03 number.

DEPARTMENT OF FINANCE
TREASURY

4-15

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Outgoing mail (000)	1,210	1,144	1,300	1,133
Incoming mail (000)	195	195	209	195
Interdepartmental mail (000)	260	260	260	260
WORKLOAD				
Items sorted, classed, and dispatched (000)	1,665	1,599	1,756	1,588

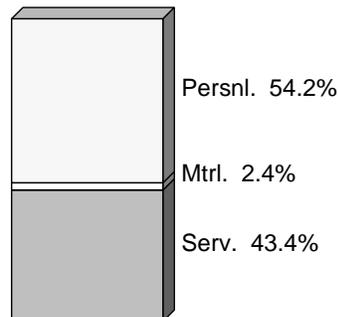
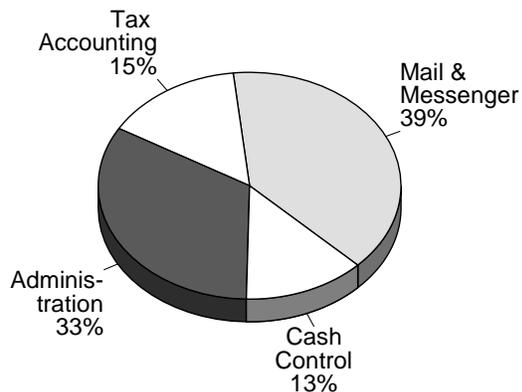
Chargebacks

<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>
CITY COUNCIL & CLERK	8,100	10,300	ECONOMIC DEVELOPMENT		
ADMINISTRATION			Administration	8,700	11,100
Mayors Office	6,800	8,700	Municipal Parking	<u>300</u>	<u>400</u>
Pathways to Peace	600	800	TOTAL:	9,000	11,500
Special Projects	2,100	2,700	ENVIRONMENTAL SERVICES		
Audit	100	100	Commissioner	121,100	154,700
NET	38,900	49,600	Engineering	4,100	5,300
Budget	400	500	Operations	1,800	2,300
Human Resource Mgt.	13,400	17,100	Water & Lighting	600	2,700
Communications	2,300	2,900	Equipment Services	<u>200</u>	<u>200</u>
Law	<u>5,000</u>	<u>7,000</u>	TOTAL:	127,800	165,200
TOTAL:	69,600	89,400	EMERGENCY COMMUNICATIONS		
FINANCE				2,300	3,100
Director's Office	2,100	2,700	POLICE		
Accounting	3,700	6,000		32,300	70,700
Treasury	81,600	74,000	FIRE & RESCUE		
Assessment	28,700	71,500		1,400	2,100
Parking & Municipal Violations	60,900	77,800	PARKS, RECREATION AND HUMAN SERVICES		
Purchasing	13,100	16,800	Commissioner	2,600	3,300
Information Systems	<u>300</u>	<u>500</u>	Parks & Recreation	5,400	4,800
TOTAL:	190,400	249,300	Special Services	500	7,700
COMMUNITY DEVELOPMENT			Human Services	<u>9,700</u>	<u>12,500</u>
Commissioner	2,500	3,200	TOTAL:	18,200	28,300
Neighborhood Initiatives	600	800	CITY TOTAL		
Buildings & Zoning	17,500	22,300		489,700	670,600
Housing & Project Dev.	7,200	13,100	Interfund	1,300	8,300
Planning	<u>2,700</u>	<u>3,400</u>	Intrafund	488,400	662,300
TOTAL:	30,500	42,800	CITY TOTAL	489,700	662,300

DEPARTMENT OF FINANCE
TREASURY
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	916,230	917,700	946,800	924,400
Materials & Supplies	38,011	38,500	40,500	40,000
Services	664,166	669,800	690,700	740,000
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,618,407	1,626,000	1,678,000	1,704,400
Less: Intrafund Credit*	<u>364,073</u>	<u>515,200</u>	<u>488,400</u>	<u>662,300</u>
Total	1,254,334	1,110,800	1,189,600	1,042,100
Appropriation by Activity				
Administration	568,762	556,300	550,000	569,800
Cash Control	262,607	283,300	244,800	222,800
Tax Accounting	163,108	171,000	244,200	238,600
Mail and Messenger Service	<u>623,930</u>	<u>615,400</u>	<u>639,000</u>	<u>673,200</u>
Total	1,618,407	1,626,000	1,678,000	1,704,400
Less: Intrafund Credit*	<u>364,073</u>	<u>515,200</u>	<u>488,400</u>	<u>662,300</u>
Total	1,254,334	1,110,800	1,189,600	1,042,100
Employee Years by Activity				
Administration	7.6	7.3	7.0	7.1
Cash Control	7.3	8.0	7.9	7.3
Tax Accounting	7.1	6.7	7.7	7.1
Mail and Messenger Service	<u>3.5</u>	<u>3.6</u>	<u>3.6</u>	<u>3.4</u>
Total	25.5	25.6	26.2	24.9

*Reflects chargeback for postage



DEPARTMENT OF FINANCE
TREASURY
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Cash Control	Tax Accounting	Mail & Messenger Service
Br.	Title	Budget 2001-02	Approved 2002-03				
33	City Treasurer	1	1	1			
28	Deputy Treasurer	1	1	1			
24	Sr. Administrative Analyst	1	1	1			
20	Senior Accountant	3	3	2		1	
18	Head Cashier	1	1		1		
16	Administrative Assistant	0	1	1			
15	Accountant	1	1	1			
15	Principal Account Clerk	1	1		1		
14	Senior Resource Collector	1	1			1	
13	Senior Cashier Bilingual	1	1		1		
12	Junior Accountant	2	1			1	
12	Mailroom Coordinator	1	1				1
12	Resource Collector	2	2			2	
9	Clerk II	2	1		1		
9	Clerk II with Typing	1	1		1		
7	Clerk III with Typing	2	2			2	
6	Interdept. Messenger	2	2				2
5	Account Clerk Bilingual	1	1		1		
EMPLOYEE YEARS							
	Full Time	24.0	23.0	7.0	6.0	7.0	3.0
	Overtime	0.7	1.0	0.2	0.7	0.1	0.0
	Part Time, Temporary, Seasonal	1.6	1.0	0.0	0.6	0.0	0.4
	Less: Vacancy Allowance	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	26.2	24.9	7.1	7.3	7.1	3.4

DEPARTMENT OF FINANCE

**DEPARTMENT OF FINANCE
ASSESSMENT**

The Bureau determines the market value of every property in the City through on-site visits and recording of pertinent data. This requires the Bureau to know recent property transfers, neighborhood and economic conditions, financing, legal restrictions, and environmental issues as they pertain to City properties. The public is provided data on property ownership information, tax exemption programs, legal deadlines, and sales information. The Bureau processes tax exemption applications, deeds of transfer, assessment changes, and letters of notice.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Commence initial phase for a city-wide revaluation of all properties	#6 - Economic Vitality #7 - Quality Service #9 - Healthy Urban Neighborhoods	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	962,800	1,034,400	71,600
Employee Years	19.9	20.6	0.7

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
5,700	800	19,700	0	0	45,400	71,600

Major Change

A revaluation of all city properties is planned for 2004; funding is provided in 2002-03 for the initial data mailing and preparation work	62,200
Reductions are made in supplies and services due to budget constraints	-16,000
Productivity reduces expenditures	-800

ADMINISTRATION

This activity manages and supervises the Bureau.

RECORDS

This activity records City real estate transfers and changes in assessment and exemption value. It prepares, mails, and processes applications for exemption programs and reports. It prepares and publishes assessment rolls and responds to inquiries from citizens.

APPRAISAL

Appraisal inspects properties and calculates assessments based on these inspections. It inspects tax exempt properties and properties whose owners apply for exempt status to confirm that they comply with applicable laws and eligibility standards. Appraisal also inspects properties for which building permits have been issued and records any changes in assessed value. It processes applications, complaints, and appeals to the Board of Assessment Review.

DEPARTMENT OF FINANCE
ASSESSMENT

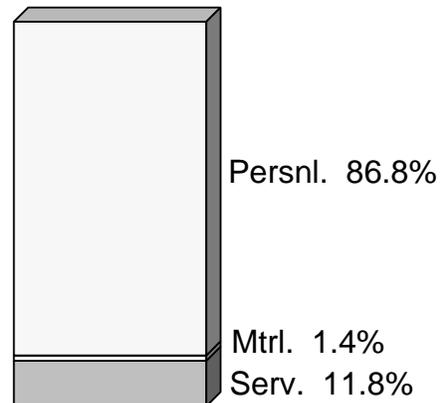
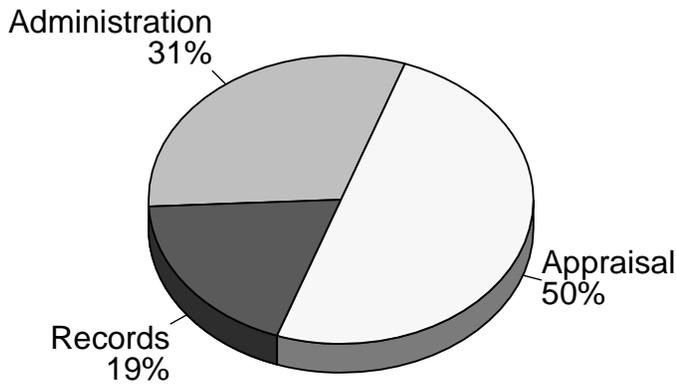
Performance Indicators	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Properties in City	67,504	67,500	67,700	67,500
WORKLOAD				
Owner requests for review	1,784	1,500	2,500	2,000
Reviews performed:				
● Sales	2,263	3,400	2,200	2,500
● Building permits	4,314	4,200	4,400	4,400
● Exemptions: New and renewal	15,344	15,500	16,000	16,000
Revaluation Related				
● Data entry on City properties	6,518	6,955	7,000	7,000
● Notices and Letters	49,732	52,000	65,000	122,000

DEPARTMENT OF FINANCE
ASSESSMENT
EXPENDITURE SUMMARY

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	839,438	882,900	875,900	898,100
Materials & Supplies	6,958	7,000	3,500	14,200
Services	54,992	75,000	83,400	122,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	901,388	964,900	962,800	1,034,400

Appropriation by Activity				
Administration	273,346	264,100	269,700	320,600
Records	146,279	195,200	187,800	193,000
Appraisal	<u>481,763</u>	<u>505,600</u>	<u>505,300</u>	<u>520,800</u>
Total	901,388	964,900	962,800	1,034,400

Employee Years by Activity				
Administration	3.0	3.0	3.0	3.1
Records	6.8	7.0	6.8	7.0
Appraisal	<u>10.0</u>	<u>10.0</u>	<u>10.1</u>	<u>10.5</u>
Total	19.8	20.0	19.9	20.6



DEPARTMENT OF FINANCE
ASSESSMENT
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Records	Appraisal
Br.	Title	Budget 2001-02	Approved 2002-03			
33	Assessor	1	1	1		
28	Deputy City Assessor	1	1	1		
27	Commercial Appraiser	1	1			1
27	Supervising Real Prop. Appraiser	1	1			1
20	Real Property Appraiser	8	8			8
11	Secretary	1	1	1		
9	Clerk II	1	1		1	
7	Clerk III w/Typing	4	4		4	
EMPLOYEE YEARS						
Full Time		18.0	18.0	3.0	5.0	10.0
Overtime		0.3	0.9	0.0	0.4	0.5
Part Time, Temporary, Seasonal		1.6	1.7	0.1	1.6	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		19.9	20.6	3.1	7.0	10.5

DEPARTMENT OF FINANCE

**DEPARTMENT OF FINANCE
PARKING & MUNICIPAL VIOLATIONS**

Parking and Municipal Violations enforces parking, dog control, and other provisions of the Municipal Code. It conducts an administrative adjudication system that provides hearings for violators who contest summonses or fail to pay fines within a specified period. The Bureau also prepares a civil judgment roll for judicial certification, administers contracts with commercial collection agencies, and certifies scofflaws to the New York State Department of Motor Vehicles (DMV).

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	797,900	814,500	16,600
Employee Years	17.2	17.1	-0.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
10,700	900	8,800	0	300	-4,100	16,600

Major Change

The allocation for hearings decreases to reflect historical usage	-10,000
Municipal Code fines that can not be added to taxes will be filed for docketing with the County Clerk	7,900
Reductions are made in supplies and services due to budget constraints	-1,200
Productivity reduces expenditures	-800

ADMINISTRATION – R2010 Campaign #3 - Health, Safety & Responsibility

This activity manages the Bureau, prepares required reports, and responds to citizen complaints and inquiries.

ACCOUNTS RECEIVABLE & ENFORCEMENT – R2010 Campaign #3 - Health, Safety & Responsibility

This activity receives and processes payments of penalties and fines and maintains daily financial records. This activity also prepares and enforces civil judgements against parking offenders and municipal code violators, prepares and enforces scofflaw notices, and administers contracts with commercial collection agencies.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Tickets issued:				
● Parking	124,650	118,200	118,200	118,200
● Dog code violations	1,462	2,300	2,300	1,600
● Municipal Code	7,403	7,000	7,000	7,000
Parking cases placed in judgment	38,904	32,000	32,000	35,500
Scofflaws certified	3,390	3,400	3,400	3,100
WORKLOAD				
Payments processed:				
● By mail	195,300	193,000	193,000	184,300
● In person	25,800	23,500	23,500	23,300

DEPARTMENT OF FINANCE
PARKING & MUNICIPAL VIOLATIONS

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
RESULTS				
Judgment cases prepared	38,904	33,500	33,500	35,500
Scofflaw clearances issued	1,575	1,400	1,400	1,300
Satisfaction notices prepared	12,210	12,200	12,200	11,600

ADJUDICATION – R2010 Campaign #3 - Health, Safety & Responsibility

This activity schedules hearings for municipal code violations, compiles hearing dockets, prepares and mails hearing notice, maintains records of proceedings, and processes appeals.

Performance Indicators

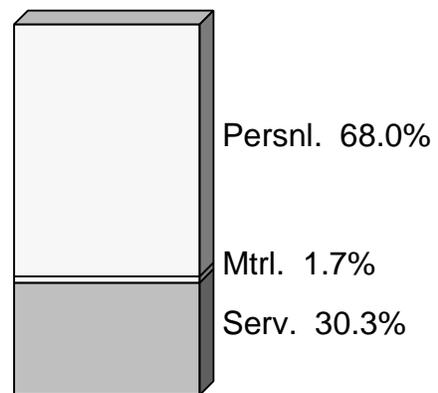
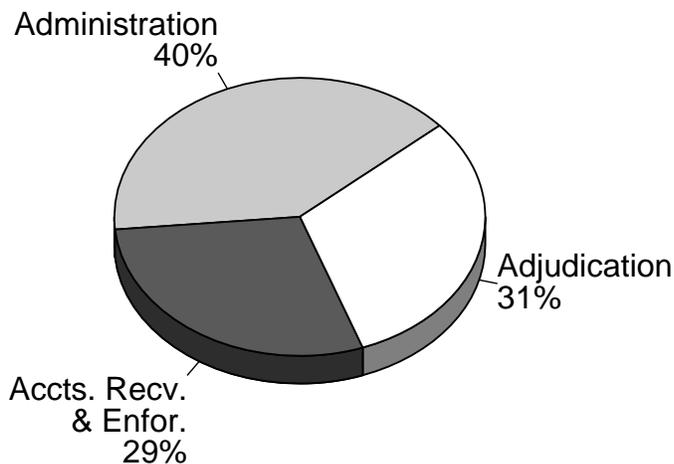
	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Parking tickets issued	124,650	118,200	118,200	118,200
Hearing notices prepared	3,400	3,800	3,800	3,500
WORKLOAD				
Cases heard:				
● Parking	13,104	12,400	12,400	13,300
● Municipal code	3,387	3,200	3,200	3,000
Default cases processed:				
● Parking	38,904	33,500	33,500	35,500
● Municipal code	7,000	7,300	7,300	6,900

**DEPARTMENT OF FINANCE
PARKING & MUNICIPAL VIOLATIONS
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	514,102	499,700	544,100	553,600
Materials & Supplies	20,587	14,000	14,000	14,000
Services	171,411	182,100	239,800	246,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	706,100	695,800	797,900	814,500

Appropriation by Activity				
Administration	272,757	291,600	312,100	326,200
Accounts Receivable & Enforcement	248,840	220,400	226,600	234,200
Adjudication	<u>184,503</u>	<u>183,800</u>	<u>259,200</u>	<u>254,100</u>
Total	706,100	695,800	797,900	814,500

Employee Years by Activity				
Administration	3.3	3.3	3.3	3.3
Accounts Receivable & Enforcement	7.4	6.8	7.5	7.5
Adjudication	<u>6.4</u>	<u>4.4</u>	<u>6.4</u>	<u>6.3</u>
Total	17.1	14.5	17.2	17.1



DEPARTMENT OF FINANCE
 PARKING & MUNICIPAL VIOLATIONS
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Accounts Receivable & Enforcement	Adjudication
Br.	Title	Budget 2001-02	Approved 2002-03			
31	Director of Parking Violations	1	1	1		
26	Asst. Director, Parking Violations	1	1	1		
20	Executive Assistant	1	1		1	
11	Secretary	1	1	1		
9	Clerk II	1	1		1	
7	Clerk III	7	7		2	5
7	Clerk III Bilingual	1	1		1	
5	Account Clerk	1	1		1	
3	Clerk Typist	0	2		1	1
3	Clerk IV	2	0			
EMPLOYEE YEARS						
Full Time		16.0	16.0	3.0	7.0	6.0
Overtime		0.0	0.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		1.3	1.2	0.3	0.6	0.3
Less: Vacancy Allowance		<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	<u>0.1</u>	<u>0.0</u>
Total		17.2	17.1	3.3	7.5	6.3

DEPARTMENT OF FINANCE

**DEPARTMENT OF FINANCE
PURCHASING**

This Bureau purchases or leases all material, supplies, equipment, and contract services necessary for the City to perform its tasks. It writes specifications for items, obtains written and verbal quotes from vendors, solicits, analyzes and awards bids, and issues contracts and purchase orders. Purchasing ensures that contractors employed by the City comply with Federal and New York State labor standards and all applicable legal requirements. The Bureau provides central duplicating and office supply services to City departments and disposes of surplus property.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	621,100	610,500	-10,600
Employee Years	13.4	13.3	-0.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
600	6,800	50,500	0	-100	-68,400	-10,600

Major Change

Purchase of a copier eliminates lease payments	-62,000
Reductions are made in supplies and services due to budget constraints	-5,400
Productivity reduces expenditures	-1,000

PURCHASING

This activity prepares specifications, obtains price quotes, generates purchase orders from requisitions received from City departments, administers the competitive bidding process, and disposes of surplus property. It also provides general administration for the Bureau.

The City's Minority/Women Business Enterprise program (M/WBE) identifies opportunities and provides assistance to minority firms interested in doing business with City agencies.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Requisitions received	5,282	5,000	5,000	5,100
Contracts/projects received:				
• Construction*	47	65	87	72
• Construction (M/WBE)*	113	144	300	158
• Supplies/services	296	300	300	300
Call numbers requested**	2,420	2,900	3,200	3,000
WORKLOAD				
Informal quotes obtained	1,703	1,700	1,400	1,800
Bids advertised	357	350	360	360
Contracts awarded:				
• Construction (\$000)	31,780	46,200	42,500	45,500
• Construction-M/WBE (\$000)	3,387	6,900	6,400	6,800
• Supplies/services	588	550	600	600
Purchase orders issued	7,002	6,400	5,300	6,000
Call numbers issued**	2,420	2,800	3,100	3,000

DEPARTMENT OF FINANCE
PURCHASING

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
Auctions held	34	33	32	34
M/WBE utilization plans reviewed	47	65	88	72

*Source: Department of Environmental Services (DES), Bureau of Architecture & Engineering; includes only contracts over \$20,000. The items received from DES are received as projects; once successfully bid out the projects become contracts. Purchasing does not monitor sub-contractors.

**For purchases under \$300.

DUPLICATING SERVICES

This activity provides copying services to City Hall departments and maintains a central inventory of office supplies.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Work Orders	2,333	3,000	3,200	3,200
WORKLOAD				
Copies made (000)				
• Convenience copies	3,578	3,600	3,400	3,000
• Central duplicating	3,232	3,500	4,300	3,900

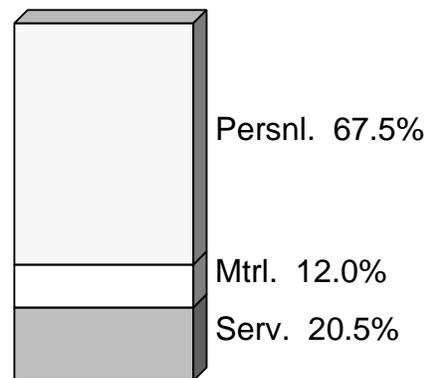
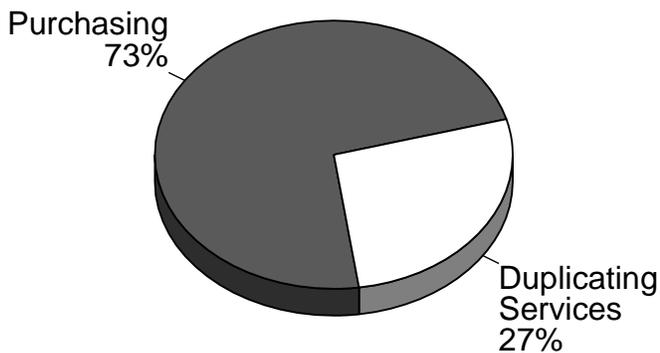
Chargebacks

<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>
CITY COUNCIL & CLERK	11,300	8,700	ECONOMIC DEVELOPMENT	9,100	7,000
ADMINISTRATION			ENVIRONMENTAL SERVICES		
Mayor's Office	10,000	7,800	Commissioner	11,200	8,700
NET	25,500	19,700	Architecture & Engineering	18,200	14,100
Special Projects	2,000	1,500	Operations	3,300	2,600
Budget	11,900	9,200	Water & Lighting	2,200	1,700
Human Resources Mgt.	29,200	22,600	Equipment Services	100	100
Communications	6,900	5,300	TOTAL:	35,000	27,200
Law	8,400	6,500	EMERGENCY COMMUNICATIONS		
TOTAL:	93,900	72,600		3,100	2,400
FINANCE			PARKS, RECREATION AND HUMAN SERVICES		
Director's Office	2,000	1,500	Commissioner	8,300	6,400
Accounting	3,600	2,800	Parks & Recreation	14,900	11,500
Treasury	6,900	5,300	Human Services	4,100	3,200
Assessment	1,500	1,500	TOTAL:	27,300	21,100
Purchasing	8,500	6,600	CITY TOTAL	245,900	190,400
Information Systems	300	200			
TOTAL:	22,800	17,900	Interfund	3,400	800
COMMUNITY DEVELOPMENT			Intrafund	242,500	187,800
Commissioner	10,000	7,900	CITY TOTAL	245,900	190,400
Neighborhood Initiatives	4,100	3,000			
Buildings & Zoning	5,600	4,300			
Housing & Project Dev.	13,100	10,100			
Planning	10,600	8,200			
TOTAL:	43,400	33,500			

DEPARTMENT OF FINANCE
PURCHASING
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	499,519	521,400	538,300	538,900
Materials & Supplies	66,385	91,000	95,400	96,000
Services	213,151	185,400	229,900	163,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	779,055	797,800	863,600	798,300
Less: Intrafund Credit*	<u>228,800</u>	<u>240,200</u>	<u>242,500</u>	<u>187,800</u>
Total	550,255	557,600	621,100	610,500
Appropriation by Activity				
Purchasing	531,885	562,600	582,400	581,900
Duplicating Services	<u>247,170</u>	<u>235,200</u>	<u>281,200</u>	<u>216,400</u>
Total	779,055	797,800	863,600	798,300
Less: Intrafund Credit*	<u>228,800</u>	<u>240,200</u>	<u>242,500</u>	<u>187,800</u>
Total	550,255	557,600	621,100	610,500
Employee Years by Activity				
Purchasing	12.1	12.1	12.1	12.1
Duplicating Services	<u>1.0</u>	<u>1.3</u>	<u>1.3</u>	<u>1.2</u>
Total	13.1	13.4	13.4	13.3

*Reflects chargeback for duplicating



DEPARTMENT OF FINANCE
PURCHASING
PERSONNEL SUMMARY

FULL TIME POSITIONS				Purchasing	Duplicating Services
Br.	Title	Budget 2001-02	Approved 2002-03		
33	Purchasing Agent	1	1	1	
24	Minority & Women Business Enterprise Officer	1	1	1	
19	Purchaser	5	6	6	
17	Office Automation Specialist	1	0		
14	Coordinator Dup. & Supplies	1	1		1
11	Secretary	1	1	1	
10	Purchasing Control Clerk	1	1	1	
7	Clerk III with Typing	2	2	2	
EMPLOYEE YEARS					
	Full Time	13.0	13.0	12.0	1.0
	Overtime	0.1	0.1	0.1	0.0
	Part Time, Temporary, Seasonal	0.3	0.2	0.0	0.2
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	13.4	13.3	12.1	1.2

**DEPARTMENT OF FINANCE
INFORMATION SYSTEMS**

Information Systems provides computer services to City departments, including system analysis and design, programming, data entry, and computer operation and maintenance. Major systems maintained by Information Systems include:

- Building Information System
- Parking Violations Collections System
- Finance Information System
- Real Property Information System
- Geographic Information System (GIS)
- Tax Billing & Receivables System
- Human Resources System
- Water Information System

Smaller systems are also maintained, including commercial refuse billing and the water valve location and status system. Oversight is provided for the planning of office automation applications.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Install Internet on-line payment system	#7 - Quality Service	First Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2156900	2147400	-9500
Employee Years	36.7	37.2	0.5

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
16,200	1,500	-19,900	0	1,200	-8,500	-9,500

Major Change

The new mainframe computer requires less operations support, allowing the elimination of a vacant full time position	-34,900
Additional support is provided to Information Services initiatives, particularly e-gov, by the addition of a part time position	33,800
Reductions are made in supplies and services due to budget constraints	-6,000
Productivity reduces expenditures	-1,400

ADMINISTRATION – R2010 Campaign #7 - Quality Service

Administration manages the Bureau and develops objectives, policies, and procedures for its operation.

COMPUTER OPERATIONS

Computer Operations manages and maintains the City's mainframe computer, remote terminals and peripheral devices. Computer Operations maintains computer forms and supplies, produces paper and microfiche output documents, and supports teleprocessing transactions.

DATA PREPARATION & CONTROL

This activity processes batch data from user departments into machine readable form for computer input. It maintains system control logs and distributes reports and other output. This activity administers tape and program libraries and assists in general clerical activities.

SYSTEMS & PROGRAMMING

This activity performs research, designs and maintains systems, and develops programs. It analyzes project requests, audits existing systems, and devises procedures to meet departmental needs.

Program Change

A Programmer Analyst position transfers from the Fire & Rescue Department in order to make optimal use of the position. However, funding for the position remains in the Fire & Rescue Department.

GIS Chargebacks

<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>
ADMINISTRATION					
Mayor's Office	1,100	0	POLICE	1,000	0
NET	<u>1,100</u>	<u>0</u>	FIRE & RESCUE	0	1,000
	2,200	0			
FINANCE	6,500	12,500	CITY TOTAL	130,000	150,100
COMMUNITY DEVELOPMENT			Interfund	0	0
Commissioner	3,000	900	Intrafund	130,000	150,100
Neighborhood Initiatives	1,400	6,300			
Buildings & Zoning	22,800	23,700	CITY TOTAL	130,000	150,100
Housing & Project Dev.	0	4,400			
Planning	<u>35,700</u>	<u>35,100</u>			
TOTAL:	62,900	70,400			
ECONOMIC DEVELOPMENT	11,900	18,000			
ENVIRONMENTAL SERVICES					
Commissioner	0	2,300			
Architecture & Engineering	42,400	45,900			
Operations	0	0			
Water & Lighting	<u>1,000</u>	<u>0</u>			
TOTAL:	43,400	48,200			

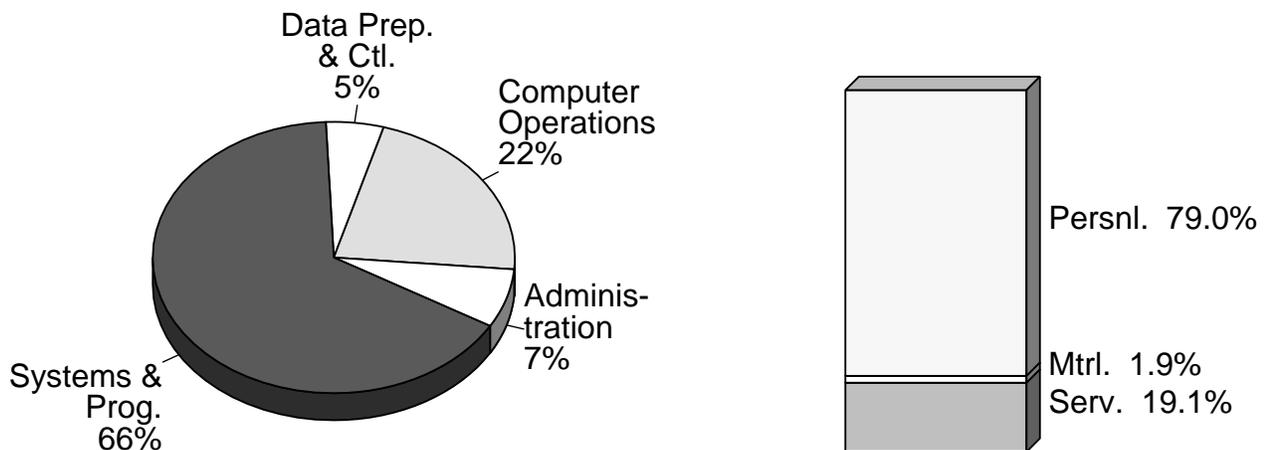
DEPARTMENT OF FINANCE
INFORMATION SYSTEMS
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,592,066	1,816,000	1,801,000	1,816,100
Materials & Supplies	42,864	40,900	43,200	43,400
Services	445,916	452,500	442,700	438,000
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,080,846	2,309,400	2,286,900	2,297,500
Less: Intrafund Credit*	<u>121,300</u>	<u>130,000</u>	<u>130,000</u>	<u>150,100</u>
Total	1,959,546	2,179,400	2,156,900	2,147,400

Appropriation by Activity				
Administration	140,816	167,700	164,800	170,400
Computer Operations	511,513	563,500	556,300	516,400
Data Preparation & Control	87,155	86,300	86,800	90,000
Systems & Programming	<u>1,341,362</u>	<u>1,491,900</u>	<u>1,479,000</u>	<u>1,520,700</u>
Total	2,080,846	2,309,400	2,286,900	2,297,500
Less: Intrafund Credit*	<u>121,300</u>	<u>130,000</u>	<u>130,000</u>	<u>150,100</u>
Total	1,959,546	2,179,400	2,156,900	2,147,400

Employee Years by Activity				
Administration	2.0	2.0	2.0	2.0
Computer Operations	3.1	3.0	3.1	2.1
Data Preparation & Control	2.0	2.7	3.1	3.1
Systems & Programming	<u>25.6</u>	<u>27.5</u>	<u>28.5</u>	<u>30.0</u>
Total	32.7	35.2	36.7	37.2

*Reflects chargeback for Geographic Information System (GIS)



DEPARTMENT OF FINANCE
INFORMATION SYSTEMS
PERSONNEL SUMMARY

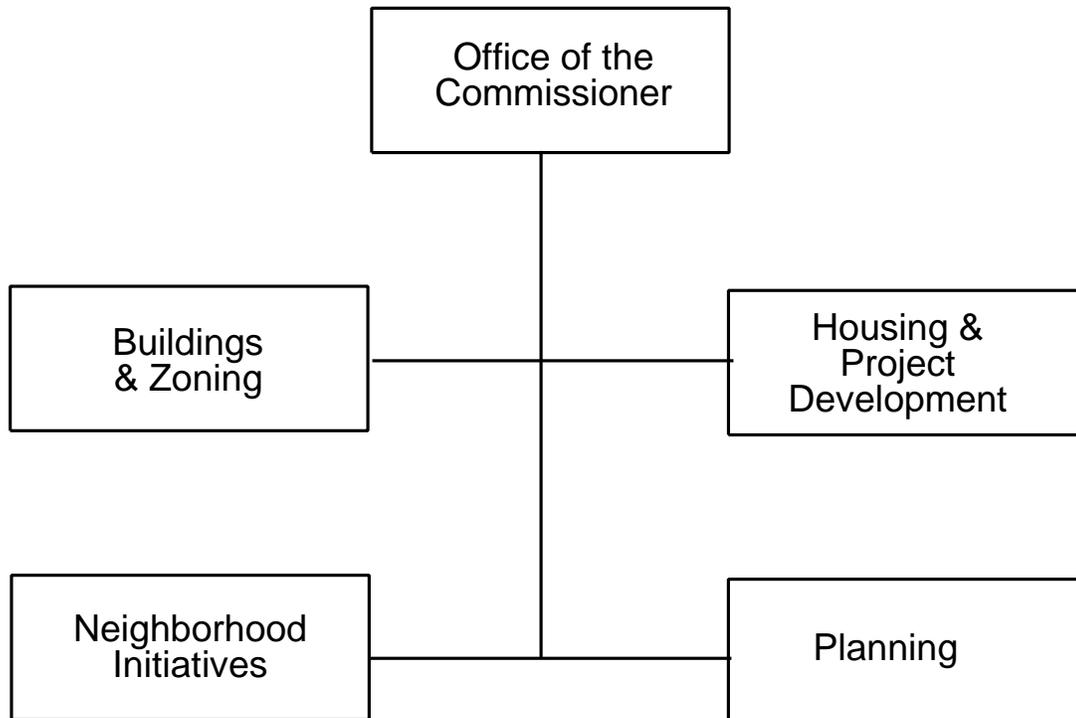
FULL TIME POSITIONS				Administration	Computer Operations	Data Preparation & Control	Systems & Programming
Br.	Title	Budget 2001-02	Approved 2002-03				
34	Director of Information Systems	1	1	1			
31	Assistant Director, Info. Systems	1	1	1			
29	Computer Systems Analyst	4	4				4
27	Sr. Programmer Analyst	4	4				4
27	Systems Programmer	1	1				1
25	Programmer Analyst	6	7				7
25	Webmaster	1	1				1
23	Sr. Computer Programmer	2	2				2
20	Computer Programmer	7	9				9
17	Office Automation Specialist	2	2				2
14	Computer Programmer Trainee	2	0				
14	Senior Computer Operator	1	0				
12	Computer Operator	2	2		2		
9	Sr. Key punch Operator	2	2			2	
7	Data Entry Clerk	0	1			1	
7	Key Punch Operator	1	0				
EMPLOYEE YEARS							
	Full Time	37.0	37.0	2.0	2.0	3.0	30.0
	Overtime	0.3	0.3	0.0	0.1	0.1	0.1
	Part Time, Temporary, Seasonal	0.0	0.5	0.0	0.0	0.0	0.5
	Less: Vacancy Allowance	<u>0.6</u>	<u>0.6</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.6</u>
	Total	36.7	37.2	2.0	2.1	3.1	30.0

Purpose

The Department of Community Development monitors physical, economic and social conditions and trends relative to the City and engages, facilitates and supports citizens in creating community and neighborhood visions and plans. It helps preserve, promote and create quality housing. It encourages and regulates the appropriate use and development of land and construction of residential and commercial buildings so as to promote taxable value for the City.

Organization

The Department is composed of five major units: the Office of the Commissioner and the Bureaus of Neighborhood Initiatives, Buildings & Zoning, Housing & Project Development, and Planning.



Highlights of the Department's 2002-03 work program are presented below. Additional information for each bureau is included in the sections that follow.

Bureau	Highlights	R2010 Campaigns Supported	Projected Completion
Neighborhood Initiatives	Report on the implementation of the NBN3 Sector Action Plans	#1 - Involved Citizens	First Quarter
	Complete a series of training on NBN Information Management Systems (IMS) Geographical Information Systems (GIS) and Virtual Planning	#1 - Involved Citizens #7 - Quality Service	Third Quarter
Buildings & Zoning	Complete Permit Fee Study	#7 - Quality Service	First Quarter
	Implement the new State Building Code	#5 - Regional Partnerships #9 - Healthy Urban Neighborhoods #10 - Center City	Second Quarter
	Submit to Council the revised Zoning Ordinance	#1 - Involved Citizens #9 - Healthy Urban Neighborhoods #10 - Center City #11 - Arts & Culture	Second Quarter
Housing & Project Development	Initiate a two-year demonstration lead paint remediation program	#4 - Environmental Stewardship	First Quarter
	Develop a Home Expo at Webster Avenue and Grand Avenue	#9 - Healthy Urban Neighborhoods	First Quarter
	Initiate implementation of the Olean-Kennedy Revitalization Project in conjunction with the Rochester Housing Authority	#9 - Healthy Urban Neighborhoods	Second Quarter
	Begin Charlotte Street Housing Development	#9 - Healthy Urban Neighborhoods #10 - Center City	Second Quarter
	Begin construction of market rate housing project at Atlantic Woodstock	#9 - Healthy Urban Neighborhoods	Fourth Quarter
Planning	Complete Master Plan for the Center City	#10 - Center City	First Quarter
	Support Community Planning Charrettes in Dewey/Driving Park and South Clinton Avenue Areas	#6 - Economic Vitality #9 - Healthy Urban Neighborhoods	Second Quarter

Year-to-Year Comparison

<u>Bureau</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>	<u>Change</u>	<u>Percent Change</u>
Office of the Commissioner	461,600	463,400	1,800	0.4%
Neighborhood Initiatives	399,600	433,300	33,700	8.4%
Buildings & Zoning	2,176,000	2,253,100	77,100	3.5%
Housing & Project Development	2,086,700	2,003,800	-82,900	-4.0%
Planning	<u>457,900</u>	<u>438,600</u>	<u>-19,300</u>	-4.2%
Total	5,581,800	5,592,200	10,400	0.2%
Employee Years	104.2	102.2	-2.0	-1.9%

Change Detail

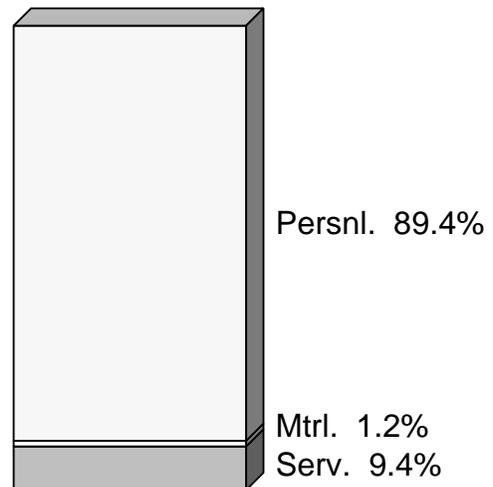
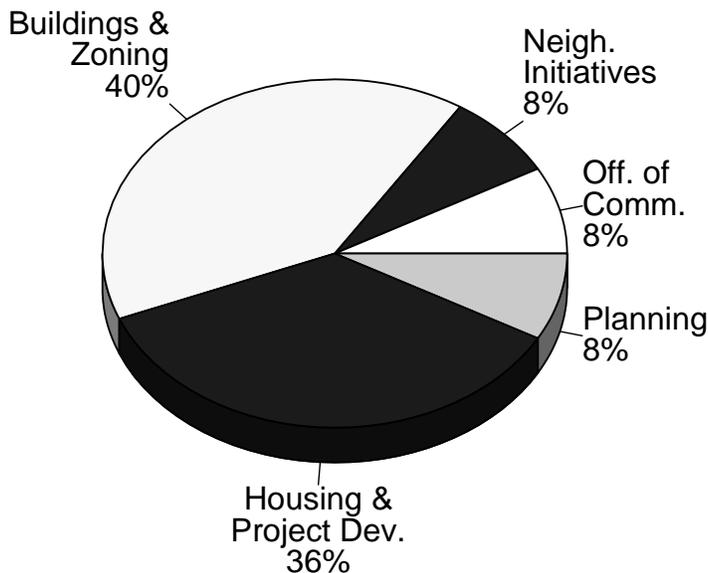
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
100,100	16,400	-49,100	0	-200	-56,800	10,400

Major Change

Three full time and one part time positions are eliminated due to budget constraints	-124,800
A full time Electrical Code Inspector position and an on-call Electrical Code Inspector position are added to the Bureau Buildings and Zoning to perform electrical inspections and improve the quality of customer service	65,400
Other miscellaneous allocations increase	9,000
Travel allocation is reduced due to budget constraints	-5,100
Productivity improvements result in savings	-1,300

DEPARTMENT OF COMMUNITY DEVELOPMENT
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	4,646,243	4,892,900	4,977,600	5,000,900
Materials & Supplies	40,709	59,000	52,100	67,000
Services	512,343	537,500	552,100	524,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	5,199,295	5,489,400	5,581,800	5,592,200
Appropriation by Activity				
Office of the Commissioner	785,091	461,000	461,600	463,400
Neighborhood Initiatives	0	399,500	399,600	433,300
Buildings & Zoning	2,031,041	2,136,500	2,176,000	2,253,100
Housing & Project Development	1,999,664	2,042,600	2,086,700	2,003,800
Planning	<u>383,499</u>	<u>449,800</u>	<u>457,900</u>	<u>438,600</u>
Total	5,199,295	5,489,400	5,581,800	5,592,200
Employee Years by Activity				
Office of the Commissioner	13.7	7.5	7.5	7.5
Neighborhood Initiatives	0.0	7.8	8.1	8.1
Buildings & Zoning	39.1	41.1	41.6	42.1
Housing & Project Development	37.2	39.3	40.0	38.0
Planning	<u>5.9</u>	<u>6.9</u>	<u>7.0</u>	<u>6.5</u>
Total	95.9	102.6	104.2	102.2



The Office of the Commissioner organizes and manages the Department, oversees the attainment of the Department's goals, policies and programs. It also prepares applications for formula grants administered by the U.S. Department of Housing and Urban Development and monitors formula program finances.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Prepare Consolidated Community Development Plan	#1 - Involved Citizens #9 - Healthy Urban Neighborhoods	Third Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	461,600	463,400	1,800
Employee Years	7.5	7.5	0.0

Change Detail

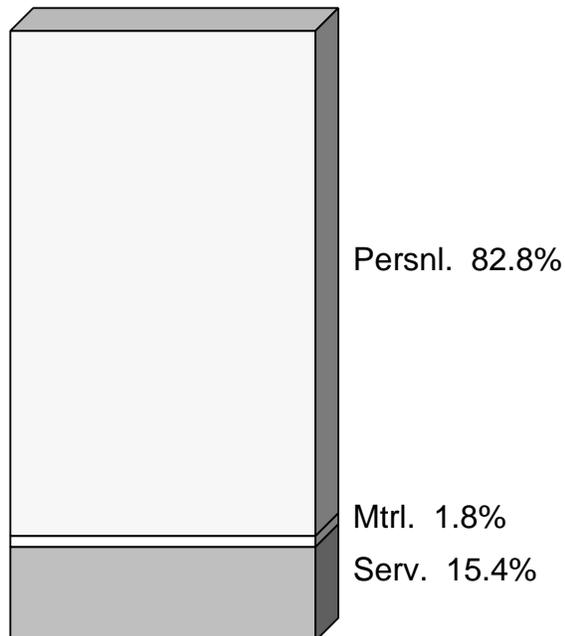
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
6,200	1,600	-13,800	0	0	7,800	1,800

Major Change

Professional fees and office supplies increase	8,200
Productivity improvements result in savings	-400

DEPARTMENT OF COMMUNITY DEVELOPMENT
OFFICE OF THE COMMISSIONER
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	692,644	379,000	377,800	384,000
Materials & Supplies	11,824	4,100	4,100	8,200
Services	80,623	77,900	79,700	71,200
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	785,091	461,000	461,600	463,400
Appropriation by Activity				
Administration	443,312	461,000	461,600	463,400
Community Planning & Support	<u>341,779</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	785,091	461,000	461,600	463,400
Employee Years by Activity				
Administration	7.1	7.5	7.5	7.5
Community Planning & Support	<u>6.6</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	13.7	7.5	7.5	7.5



DEPARTMENT OF COMMUNITY DEVELOPMENT
OFFICE OF THE COMMISSIONER
PERSONNEL SUMMARY

FULL TIME POSITIONS				Adminis- tration	Real Estate	Technical Services	Contract Services	Housing
Br.	Title	Budget 2001-02	Approved 2002-03					
33	Director of Development Services	1	1	1				
30	Director of Real Estate	1	1		1			
28	Manager, Contract Services	1	1				1	
28	Manager, Technical Services	1	1			1		
28	Manager, Housing	1	1					1
26	Associate Administrative Analyst	1	1			1		
26	Associate Real Estate Specialist	1	1		1			
24	Senior Administrative Analyst	1	1				1	
24	Senior Community Housing Planner	3	4		2			2
24	Senior Community Program Planner/Neighborhood Development	2	2				2	
24	Senior Real Estate Specialist	3	2		2			
20	Building Construction Inspector	3	3			3		
20	Community Housing Planner	2	1					1
20	Executive Assistant	1	1			1		
20	Property Rehabilitation Specialist	5	5			5		
20	Real Estate Specialist Bilingual	1	1		1			
18	Municipal Assistant	1	1		1			
16	Administrative Assistant	3	2	1		1		
11	Secretary	2	2				2	
9	Clerk II	2	2		1		1	
9	Clerk II with Typing	1	1			1		
7	Clerk III with Typing	3	3			2		1
EMPLOYEE YEARS								
Full Time		40.0	38.0	2.0	9.0	15.0	7.0	5.0
Overtime		0.1	0.1	0.0	0.0	0.1	0.0	0.0
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0	0.0	0.0	0.0
Less: Vacancy Allowance		0.1	0.1	0.0	0.0	0.1	0.0	0.0
Total		40.0	38.0	2.0	9.0	15.0	7.0	5.0

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF NEIGHBORHOOD INITIATIVES**

The Bureau of Neighborhood Initiatives provides technical support and facilitates resources to neighborhood groups, organizations, and City departments involved in planning efforts through the Neighbors Building Neighborhoods (NBN) process; coordinates and oversees implementation strategies; and builds the capacity of neighborhood groups to develop and implement sector and neighborhood action plans. To achieve its mission the Bureau manages major support systems, including Neighborlink and the NBN Institute.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Report on the implementation of the NBN3 Sector Action Plans	#1 - Involved Citizens	First Quarter
Complete the first phase of the NBN Participatory Evaluation Process	#1 - Involved Citizens	Second Quarter
Complete a series of training on the use of NBN Information Management System (IMS) Geographical Information Systems (GIS) and Virtual Planning	#1 - Involved Citizens #7 - Quality Service	Third Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	399,600	433,300	33,700
Employee Years	8.1	8.1	0.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
23,200	1,200	9,300	0	0	0	33,700

ADMINISTRATION

This activity oversees the administration and fiscal management of the Bureau. It supervises staff workplans and responds to requests for policy guidance.

COMMUNITY PLANNING & SUPPORT – R2010 Campaign #1 - Involved Citizens

This activity acts as a liaison and provides technical support to neighborhood groups, organizations, and City departments involved in planning efforts through the Neighbors Building Neighborhoods (NBN) process. This activity provides support and technical assistance for other programs and initiatives integrated with NBN; oversees the operation of ten citywide computer sites, databases and tracking reporting system through the NeighborLink Network; provides training and capacity building to citizens through the NBN Institute and Leadership Development Program.

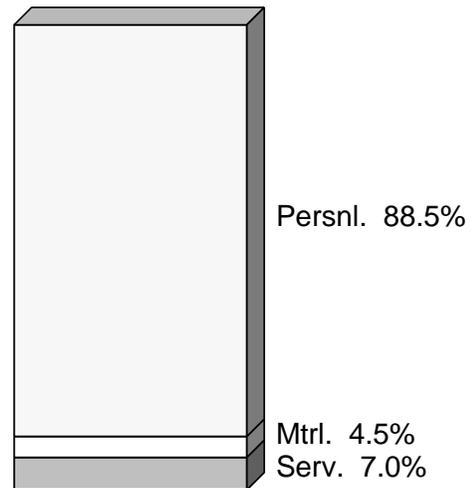
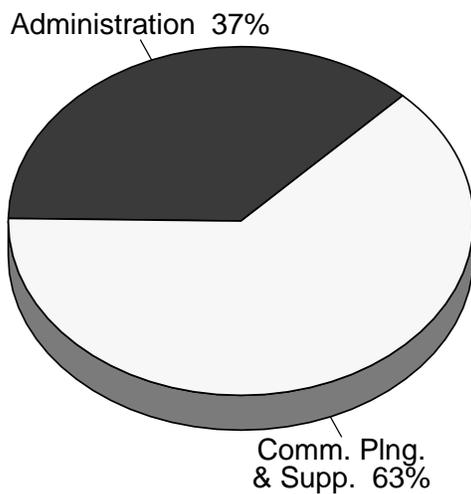
DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF NEIGHBORHOOD INITIATIVES

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Neighbors Building Neighborhoods (NBN) plan assistance requests	10	10	10	10
NBN plan activities	433	433	433	370
WORKLOAD				
NBN plan technical assistance provided	10	10	10	10
NBN plan activities implemented	433	433	433	370
Programs coordinated with NBN plan	13	13	13	13

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF NEIGHBORHOOD INITIATIVES
EXPENDITURE SUMMARY

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	0	362,300	373,700	383,800
Materials & Supplies	0	17,700	11,600	19,300
Services	0	19,500	14,300	30,200
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	0	399,500	399,600	433,300
Appropriation by Activity				
Administration	0	140,300	128,900	158,900
Community Planning & Support	<u>0</u>	<u>259,200</u>	<u>270,700</u>	<u>274,400</u>
Total	0	399,500	399,600	433,300
Employee Years by Activity				
Administration	0.0	1.9	2.0	2.0
Community Planning & Support	<u>0.0</u>	<u>5.9</u>	<u>6.1</u>	<u>6.1</u>
Total	0.0	7.8	8.1	8.1



DEPARTMENT OF COMMUNITY DEVELOPMENT
 BUREAU OF NEIGHBORHOOD INITIATIVES
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Community Planning & Support
Br.	Title	Budget 2001-02	Approved 2002-03		
33	Director of Neighborhood Initiatives	1	1	1	
28	Asst. Dir. of Neighborhood Initiatives	1	1		1
24	Senior Community Program Planner/Neighborhood Initiatives	1	1		1
20	Community Program Planner	1	1		1
18	Asst. Community Program Planner	2	3		3
18	Junior City Planner	1	0		0
9	Clerk II	1	1	1	
EMPLOYEE YEARS					
	Full Time	8.0	8.0	2.0	6.0
	Overtime	0.2	0.2	0.0	0.2
	Part Time, Temporary, Seasonal	0.0	0.0	0.0	0.0
	Less: Vacancy Allowance	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	<u>0.1</u>
	Total	8.1	8.1	2.0	6.1

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING**

The purpose of the Bureau of Buildings & Zoning is to administer the New York State Uniform Fire Prevention and Building Code and the City of Rochester Zoning Ordinance. The Bureau regulates subdivisions and land use; examines permit applications; conducts periodic progress inspections on all building that require permits; and regulates the skilled trades by issuing licenses. Staff support is provided to citizen Boards and Commissions that assist in these endeavors. The Bureau helps ensure a high quality of life in the City of Rochester through maintaining a safe and sound environment in accordance with City codes and standards.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Complete Permit Fee Study	#7 - Quality Service	First Quarter
Implement the new State Building Code	#5 - Regional Partnerships #9 - Healthy Urban Neighborhoods #10 - Center City	Second Quarter
Submit to Council the revised Zoning Ordinance	#1 - Involved Citizens #9 - Healthy Urban Neighborhoods #10 - Center City #11 - Arts & Culture	Second Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,176,000	2,253,100	77,100
Employee Years	41.6	42.1	0.5

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
48,900	4,700	-10,700	0	200	34,000	77,100

Major Change

A full time Electrical Code Inspector position and a provision for an on-call Electrical Code Inspector position are added to Zoning to simplify electrical inspection process and improve the quality of customer service	65,400
A full time position is abolished due to budget constraints	-33,300
Half of a City Planner position is transferred from the Bureau of Planning to provide support for implementation of the new Zoning Ordinance	21,400
A part time position is abolished due to budget constraints	-16,400
Travel allocation is reduced due to budget constraints	-5,100
An increase in equipment maintenance expense is anticipated	2,000

ADMINISTRATION

Administration manages the Bureau of Buildings & Zoning. Besides general management responsibilities, the Deputy Commissioner is a member of the Board of Electricians and represents the Bureau on various study groups and task forces.

PERMITS – R2010 Campaign #3 - Health, Safety & Responsibility

This activity issues permits for new construction, alterations, conversions, fences, signs, elevators, heating systems, plumbing work, and demolition. It prepares applications for Certificates of Occupancy and letters for code compliance, manages the licensing process for the skilled trades, and receives and records rent payments for City owned properties. Licenses are renewed on a biennial cycle. The Permit Office also provides support for the Elevator Examining Board.

Program Change

The implementation of the new Building Code and Zoning Ordinance will require that fee schedules for permit applications be reviewed and revised to reflect the changes and align with code regulations. New permit categories may be created in response to the new regulations.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Applications filed				
● Permits	7,832	7,900	7,915	7,900
● Licenses	265	2,380	2,280	260
● Elevator certificates	3,234	3,300	3,350	3,300
● Certificates of Occupancy	3,649	3,700	3,500	3,600
WORKLOAD				
Documents issued:				
● Permits				
– Buildings	2,764	2,700	2,700	2,700
– Electrical	2,133	2,200	2,200	2,200
– Plumbing	2,919	2,900	3,000	2,900
– Elevator	16	16	15	15
● Licenses				
– Electrical	20	1,050	1,050	20
– Plumbing	109	10	10	110
– Elevator	13	120	120	10
– Stationary Engineer	123	1,200	1,100	120
● Elevator certificates	3,234	3,250	3,350	3,300

PLAN REVIEW & INSPECTIONS – R2010 Campaign #3 - Health, Safety & Responsibility

This activity reviews plans and permit applications for construction, reconstruction, and alterations to determine compliance with codes and fire protection standards. Periodic field reviews are carried out to determine compliance with the New York State Uniform Code and filed construction documents. It also reviews plumbing permits and inspects plumbing and building construction in progress. The Plan Review and Inspections unit coordinates with the New York State Historic Preservation Office (SHPO) to ensure compliance of SHPO-related projects, and it provides technical support to the Board of Review, the Examining Board of Plumbers, and the Board of Examiners of Stationary Engineers and Refrigeration Operators. This activity provides plan review and inspection services to the Town of Brighton.

Program Change

The revised New York State Building Code will be implemented as of July 1, 2002. There will be a six-month transitional period in which permit applicants may adhere to either building code standard. Procedures for plan reviews and inspection services will be significantly impacted by these changes. Computer systems will have to be updated along with a revision of documents, applications, correspondence, pamphlets and informational literature to reflect the new regulations. Electrical inspections anticipated to be provided directly by City employees beginning July 1, 2002.

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING**

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Permit applications reviewed	2,946	2,800	3,000	2,800
Value of permits issued (\$ mil.)	118.200	100.000	100.000	90.000
Applications referred for inspection:				
● Building permits	2,764	2,700	2,500	2,500
● Plumbing permits	2,919	2,900	2,900	2,900
● Electrical	N/A	N/A	N/A	2,200
WORKLOAD				
Average monthly permits open				
● Buildings	327	330	330	330
● Plumbing	243	230	230	230
● Electrical	N/A	N/A	N/A	220
Building permits issued	2,764	2,662	2,700	2,500
Plumbing permits issued	2,919	3,102	3,000	2,900
Certificates of Occupancy issued	250	266	300	250
Letters of Completion issued	1,111	1,150	1,200	1,100
RESULTS				
Average number of permits closed per month/inspector				
● Building	40	40	40	40
● Plumbing	45	45	45	45
● Electrical	N/A	N/A	N/A	37

N/A - Not Applicable

ZONING – R2010 Campaign #9 - Healthy Urban Neighborhoods

This activity administers and maintains the City's Zoning Ordinance and maintains the City's official maps. It ensures that all land use proposals conform with applicable ordinances and environmental standards by reviewing plans and performing inspections of construction, reconstruction, and/or alteration of structures. As the primary contact in zoning enforcement issues and a channel of communication in the enforcement process between citizens and governmental agencies, Zoning staff perform inspections, participate in Municipal Code Violation Bureau hearings, and review Notice and Orders involving zoning violations. This activity receives and reviews applications requiring special approvals by the Zoning Board of Appeals, City Planning Commission, and the Rochester Preservation Board. It also provides staff support to the Rochester Environmental Commission.

Program Change

The implementation process for the new Zoning Ordinance will require that computer systems be updated along with a revision of documents, applications, correspondence, pamphlets and informational literature to reflect the new regulations. A Development Review Committee will be formed to review and offer recommendations on design for site plan applications on a city-wide basis. A public notification process for the Preservation Board cases will also be implemented.

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING

5-15

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Permit applications reviewed	2,765	2,700	3,000	3,000
Cases involving activity by Zoning	1,700	1,900	1,700	2,200
Historic Site and Regulatory Interpretation requests	50	50	50	50
Rochester Environmental Commission (REC) referrals	25	20	20	20
Certificate of Use applications received	120	120	125	120
WORKLOAD				
Certificates of Zoning Compliance (CZC) reviewed	2,600	2,700	2,700	2,800
Site plan reviews	73	85	130	200
Administrative resubdivision reviews	65	100	80	90
Special decision packages prepared	577	570	525	650
Zoning inspections conducted	400	800	575	975
Historic Site and Regulatory Interpretation requests	50	50	50	50
REC referrals	25	20	20	20
Certificate of Use applications reviewed	145	130	125	135
Zoning Notice & Order cases opened	N/A	400	400	400
RESULTS				
CZCs issued	2,100	2,300	2,200	2,300
Certificates of non-conformity issued	22	22	70	100
Cases resolved through zoning approval procedures	170	175	180	175
Zoning Notice & Order closed	N/A	150	300	300

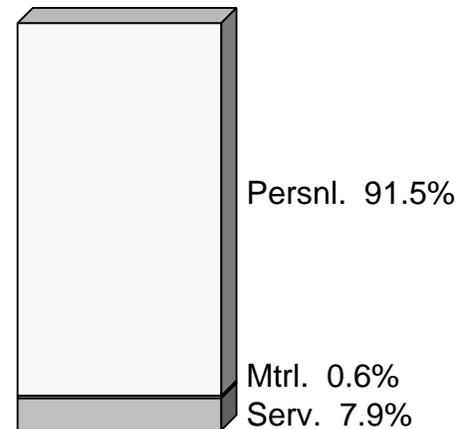
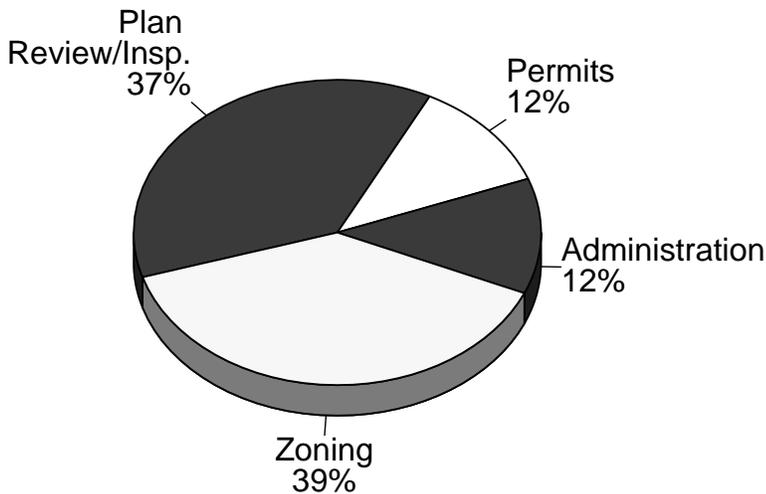
N/A - Not Applicable

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,826,862	1,944,400	1,974,000	2060700
Materials & Supplies	11,395	13,900	13,900	14,400
Services	192,784	178,200	188,100	178,000
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,031,041	2,136,500	2,176,000	2,253,100

Appropriation by Activity				
Administration	236,311	266,800	270,600	263,800
Permits	263,775	274,900	277,200	278,700
Plan Review & Inspections	805,305	796,200	793,800	840,300
Zoning	<u>725,650</u>	<u>798,600</u>	<u>834,400</u>	<u>870,300</u>
Total	2,031,041	2,136,500	2,176,000	2,253,100

Employee Years by Activity				
Administration	2.1	2.2	2.2	2.2
Permits	6.3	6.5	6.6	6.6
Plan Review & Inspections	15.5	16.1	16.3	15.8
Zoning	<u>15.2</u>	<u>16.3</u>	<u>16.5</u>	<u>17.5</u>
Total	39.1	41.1	41.6	42.1



DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF BUILDINGS & ZONING
PERSONNEL SUMMARY

FULL TIME POSITIONS				Adminis- tration	Permits	Plan Review & Inspections	Zoning
Br.	Title	Budget 2001-02	Approved 2002-03				
35	Deputy Commissioner	0.5	0.5	0.5			
31	Director of Zoning	1	1				1
31	Mgr. of Plan Review & Building Inspections	1	1			1	
29	Assistant Director of Zoning	1	1				1
29	Principal Staff Assistant	1	1	1			
28	Permit Office Manager	1	1		1		
26	Associate City Planner	3	3				3
24	Architect	1	1			1	
24	Engineer/Mechanical	1	1			1	
24	Lead Plumbing Inspector	1	1			1	
24	Senior Administrative Analyst	1	1		1		
24	Senior City Planner	3	4				4
21	Assistant Architect	1	2			1	1
21	Assistant Architect/Plan Review	1	0				
21	Electrical Code Inspector	0	1				1
21	Neighborhood Conservation Officer	1	1				1
20	Building Construction Inspector	5	5			5	
20	City Planner	3	2.5				2.5
20	Plumbing Inspector	4	4			4	
18	Junior City Planner	1	0				
11	Senior Service Assistant	1	1		1		
9	Clerk II	3	3		2		1
9	Clerk II with Typing	0.5	0.5	0.5			
7	Clerk III	1	1		1		
7	Clerk III with Typing	2	2				2
6	Receptionist/Typist	1	1			1	
EMPLOYEE YEARS							
	Full Time	40.0	40.5	2.0	6.0	15.0	17.5
	Overtime	0.1	0.1	0.0	0.0	0.0	0.1
	Part Time, Temporary, Seasonal	1.7	1.7	0.2	0.6	0.9	0.0
	Less: Vacancy Allowance	<u>0.2</u>	<u>0.2</u>	<u>0.0</u>	<u>0.0</u>	<u>0.1</u>	<u>0.1</u>
	Total	41.6	42.1	2.2	6.6	15.8	17.5

**DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT**

The Bureau of Housing & Project Development is responsible for the City's real estate functions, demolition permitting and monitoring, the planning, implementation and administration of new construction and rehabilitation housing programs and major economic development projects designed to help create vital neighborhoods while promoting taxable value for the City.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Initiate a two-year demonstration lead paint remediation program	#4 - Environmental Stewardship	First Quarter
Develop a Home Expo at Webster Avenue and Grand Avenue	#9 - Healthy Urban Neighborhoods	First Quarter
Initiate implementation of the Olean-Kennedy Revitalization Project in conjunction with the Rochester Housing Authority	#9 - Healthy Urban Neighborhoods	Second Quarter
Begin Charlotte Street Housing Development	#9 - Healthy Urban Neighborhoods #10 - Center City	Second Quarter
Acquire property and relocate occupants for the Ridge Road Project	#9 - Healthy Urban Neighborhoods	Fourth Quarter
Begin construction of market rate housing project at Atlantic Woodstock	#9 - Healthy Urban Neighborhoods	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,086,700	2,003,800	-82,900
Employee Years	40.0	38.0	-2.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
11,500	9,200	-26,700	0	300	-77,200	-82,900

Major Change

Two full time positions are eliminated due to budget constraints	-75,100
Professional fees are reduced due to budget constraints	-1,200
Productivity improvements result in savings	-900

ADMINISTRATION

Administration directs and coordinates the operation of the Bureau.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Vacant residential properties	2,494	2,494	2,299	2,494
RESULTS				
Vacant residential properties reoccupied/rehabilitated	375	357	551	386
Residential properties demolished	231	288	180	270
Residential units demolished	406	443	336	400
New homes sold	36	39	58	50
Home ownership opportunities created	560	491	605	543
Rental units developed, HIP properties Housing Development Fund Corporation (HDFC)	95	188	225	294
Residential properties receiving City rehabilitation assistance	1,097	1,149	1,161	1,084

REAL ESTATE – R2010 Campaign #9 - Healthy Urban Neighborhoods

Real Estate sells, leases, manages, and acquire real estate for the City of Rochester. The Rochester Urban Renewal Agency, and other municipalities, where specific projects require the assembly of land and relocation of tenants. The unit conducts appraisals, determines the disposition of real estate in conjunction with other City departments, conducts negotiated sales and other sales programs to promote increasing taxable value for the City.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Surplus City property				
• Structures	305	362	385	390
• Vacant lots	1,097	1,021	1,315	971
Foreclosures (City and County)	356	359	445	385
Judicial actions	1,086	753	1,303	805
Real Estate activities requested	1,176	1,358	1,419	1,328
WORKLOAD				
City property offered	522	659	730	672
Judicial sale property offered	376	316	456	370
Real Estate activities				
• Rental properties managed	91	100	110	105
• Easements, leases, and licenses issued	75	75	75	75
• Acquisitions	399	413	559	518
• Appraisals conducted	611	725	675	675
Relocations	1	7	5	115
RESULTS				
Property sales revenue (\$)	836,200	696,607	600,000	500,000
Property rental revenue (\$)	381,722	122,388	130,200	112,200
HUD and private owner occupant program properties sold	274	315	235	315

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT

TECHNICAL SERVICES – R2010 Campaign #9 - Healthy Urban Neighborhoods

The Technical Services activity provides application taking, processing, and technical construction monitoring for all demolitions and provides technical assistance for the City's rehabilitation programs. This includes determining rehabilitation program eligibility, preparing written specifications and cost estimates, and conducting construction inspections. Demolition support includes inspecting demolition projects, conducting demolition hearings for private properties, and preparing demolition specifications. The unit also undertakes proposal review, structural analysis, and rehabilitation cost estimating for City-sponsored housing efforts.

Program Change

The Investor Owner Loans program will not be continued for next year. The average vacancy grant award is increased to include the cost of Federal Lead Paint Remediation.

Performance Indicators

	Actual 2000-01	Estimated 2001-02	Budget 2001-02	Budget 2002-03
DEMAND				
Total vacant buildings*	2,802	2,802	2,584	2,802
Rehabilitation specification requests	1,067	1,048	1,086	1,056
Demolition applications	319	[300]	300	[300]
		358		280
WORKLOAD				
Rehabilitation program applications processed	1,067	1,048	1,086	1,010
Rehabilitation inspections	4,457	4,328	4,446	4,130
Rehabilitation specifications prepared	970	953	988	918
Demolition permits authorized	319	300	300	300
Demolition inspections	2,552	2,864	2,400	2,400
Demolition hearings prepared	46	20	60	72
RESULTS				
Owner/Occupant Rehabilitation Grants awarded				
● Grants awarded	209	157	120	63
● Value (\$)	2,823,425	2,355,000	3,000,000	1,500,000
● Average award (\$)	13,509	15,000	25,000	24,000
Investor/Owner Loans awarded				
● Loans awarded**	9	2	21	0
● Value (\$) **	157,828	52,100	624,464	0
● Average award (\$) **	17,536	26,050	30,100	0
● Rehabilitation rental units developed**	N/A	4	147	0
Vacant Reoccupancy Grants awarded				
● Grants awarded	45	118	125	85
● Value (\$)	623,835	1,062,000	1,125,000	1,275,000
● Average award (\$)	13,863	9,000	9,000	15,000
Lead Hazard Reduction Grant				
● Grants awarded	N/A	N/A	N/A	77
● Value (\$)	N/A	N/A	N/A	1,000,000
● Average award	N/A	N/A	N/A	13,000
Emergency Assistance				
● Grants awarded	N/A	N/A	N/A	143
● Value (\$)	N/A	N/A	N/A	500,000
● Average award	N/A	N/A	N/A	3,500

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
Demolitions				
● By private owner	119	178	100	100
● By City contract	200	180	200	180

*Includes commercial and industrial buildings

**Funds reprogrammed to Housing Development Fund Corporation (HDFC)

N/A - Not Applicable

CONTRACT SERVICES – R2010 Campaign #9 - Healthy Urban Neighborhoods

Contract Services prepares and monitors contracts for neighborhood revitalization programs, demolition and asbestos removal, housing services, and subsidy and development activities for the Department. This activity performs financial services for the City's housing rehabilitation programs. It is also responsible for planning Council legislation, financial reports, grantee performance and quarterly program/project status reports for the Bureau.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Department programs	11	11	11	11
WORKLOAD				
Contracts prepared and monitored:				
● Grant applications	2	2	1	1
● Housing Services	22	32	16	24
● Operating/Capacity Building	13	16	10	14
● Grant/Subsidy	186	168	179	180
● Home Buyer Assistance Agreements	51	48	50	75
● Housing Rehabilitation Development	25	71	62	87
● Development Projects	49	42	33	34
● New Construction	9	12	6	6
● Demolition/Asbestos Abatement	286	255	280	260
● Loan and Grant awards serviced	263	277	266	205

HOUSING – R2010 Campaign #9 - Healthy Urban Neighborhoods

The Housing unit plans, implements, and monitors the City's housing programs and projects, including home ownership and rental efforts. It collects and analyzes housing data and provides information for program and policy development. Housing also functions as a liaison with external housing entities and provides assistance to private and non-profit developers. It seeks and leverages public and private financial resources to implement housing development projects.

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT

Performance Indicators

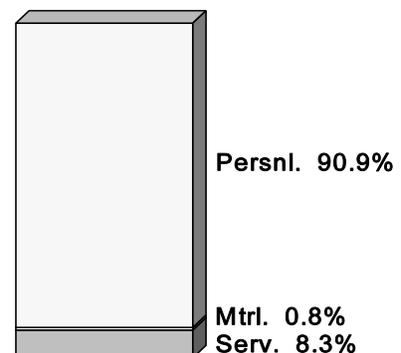
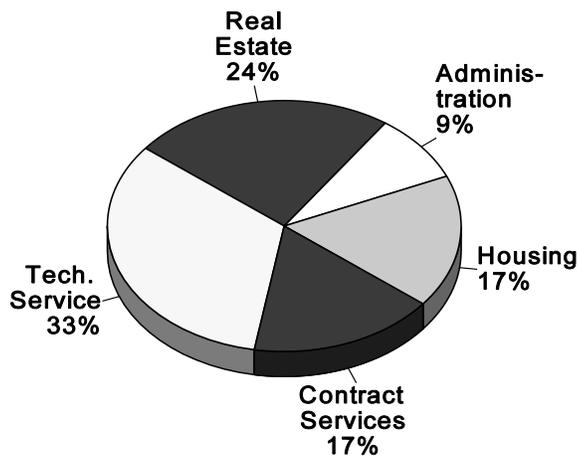
	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Vacant Residential Properties	2,494	2,494	2,299	2,494
WORKLOAD				
Housing programs/projects managed	96	134	89	124
Vacant properties qualified for housing initiatives	1,640	1,616	1,475	1,629
RESULTS				
Housing program funds obtained (\$000)	17,032	17,361	17,160	21,563

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,815,707	1,846,600	1,885,400	1,821,800
Materials & Supplies	13,368	15,200	14,900	15,400
Services	170,589	180,800	186,400	166,600
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,999,664	2,042,600	2,086,700	2,003,800

Appropriation by Activity				
Administration	192,779	190,300	186,800	184,200
Real Estate	800,969	516,300	518,700	508,700
Technical Services	677,033	685,400	706,600	673,000
Contract Services	328,883	309,000	343,700	293,600
Housing	<u>0</u>	<u>341,600</u>	<u>330,900</u>	<u>344,300</u>
Total	1,999,664	2,042,600	2,086,700	2,003,800

Employee Years by Activity				
Administration	2.0	2.0	2.0	2.0
Real Estate	12.7	7.8	8.0	9.0
Technical Services	15.6	15.7	16.0	15.0
Contract Services	6.9	6.9	7.0	7.0
Housing	<u>0.0</u>	<u>6.9</u>	<u>7.0</u>	<u>7.0</u>
Total	37.2	39.3	40.0	38.0



DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF HOUSING & PROJECT DEVELOPMENT
PERSONNEL SUMMARY

FULL TIME POSITIONS				Adminis- tration	Real Estate	Technical Services	Contract Services	Housing
Br.	Title	Budget 2001-02	Approved 2002-03					
33	Director of Development Services	1	1	1				
30	Director of Real Estate	1	1		1			
28	Manager, Contract Services	1	1				1	
28	Manager, Technical Services	1	1			1		
28	Manager, Housing	1	1					1
26	Associate Administrative Analyst	1	1			1		
26	Associate Real Estate Specialist	1	1		1			
24	Senior Administrative Analyst	1	1				1	
24	Senior Community Housing Planner	3	4		2			2
24	Senior Community Program Planner/Neighborhood Development	2	2				2	
24	Senior Real Estate Specialist	3	2		2			
20	Building Construction Inspector	3	3			3		
20	Community Housing Planner	2	1					1
20	Executive Assistant	1	1			1		
20	Property Rehabilitation Specialist	5	5			5		
20	Real Estate Specialist Bilingual	1	1		1			
18	Municipal Assistant	1	1		1			
16	Administrative Assistant	3	2	1		1		
11	Secretary	2	2				2	
9	Clerk II	2	2		1		1	
9	Clerk II with Typing	1	1			1		
7	Clerk III with Typing	3	3			2		1
EMPLOYEE YEARS								
Full Time		40.0	38.0	2.0	9.0	15.0	7.0	5.0
Overtime		0.1	0.1	0.0	0.0	0.1	0.0	0.0
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0	0.0	0.0	0.0
Less: Vacancy Allowance		0.1	0.1	0.0	0.0	0.1	0.0	0.0
Total		40.0	38.0	2.0	9.0	15.0	7.0	5.0

The Bureau of Planning conducts and coordinates strategic policy and physical development plans for the City. It collects data and conducts research on the physical, economic, and social factors relevant to the well-being of the City and its neighborhoods and coordinates the City's planning programs with outside planning agencies. It provides support for "Rochester 2010 - The Renaissance Plan" and its implementation and updating processes. The Bureau works in close cooperation with other City departments, as well as neighborhood and business groups throughout the City to provide planning and design assistance on special projects.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Complete Master Plan for the Center City	#10 - Center City	First Quarter
Support Community Planning Charrettes in Dewey/Driving Park and South Clinton Avenue Areas	#6 - Economic Vitality #9 - Healthy Urban Neighborhoods	Second Quarter
Develop area profiles and trends using 2000 Census data	#1 - Involved Citizens	Second Quarter
Report for 2000 Census sample data	#7 - Quality Service	Second Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	457,900	438,600	-19,300
Employee Years	7.0	6.5	-0.5

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
10,300	-300	-7,200	0	-700	-21,400	-19,300

Major Change

Half of a City Planner position is transferred to Building and Zoning	-21,400
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ADMINISTRATION

This activity manages the Bureau. It develops goals and policies and evaluates the progress of work objectives for the Bureau. It also prepares and coordinates responses to requests by other City and non-City agencies, as well as the general public, on topics related to current and future City plans and conditions. This activity coordinates the City's various planning programs with the Mayor's Office, City Council, City departments and other agencies, including the Genesee-Finger Lakes Regional Planning Council, Monroe County Department of Planning, and the Genesee Transportation Council.

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF PLANNING

COMPREHENSIVE PLANNING

This activity undertakes the physical, economic, and social factors relevant to the well being of the City. It supports the implementation of "Rochester 2010 - The Renaissance Plan" by interpreting the Plan with respect to development proposals and City policies and provides support for specific Campaign implementation and overall Plan updates. Staff analyzes and maps data on the physical, social, and economic characteristics and trends of the City and provides various analyses, products, technical planning advice, and consultant services to City departments for planning related projects and or topics. In addition, it develops plans and implementation programs for special areas of the City, including its waterfront, and provides support and assistance to other Department of Community Development Bureaus, City Departments, and neighborhood groups on community design issues.

Program Change

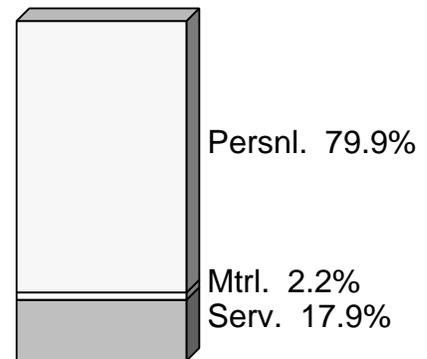
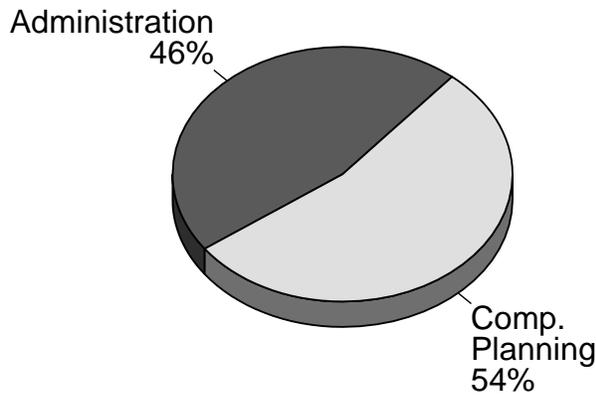
Staff reduction results in referrals to other sources outside of the bureau.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Geographic Information System				
● Data analysis requests	250	250	300	350
● Staff & community training orientation requests	50	40	50	50
● Steering committee meeting support requests	12	12	12	12
Comprehensive Plan Process				
● Orientation requests	50	50	50	60
● Special Area Plan Projects	35	35	35	35
● Renaissance 2010 Plan Campaigns support requests	4	4	4	4
WORKLOAD				
Geographic Information System				
● Data analyses completed	200	200	200	185
● Staff & community training orientation sessions conducted	50	50	50	43
● Steering committee meetings coordinated	12	12	12	12
Comprehensive Plan Process				
● Orientations conducted	50	50	50	50
Special Area Plans developed				
● Specific Area Plans	6	6	6	6
● Concept Models (Urban Villages and future development)	5	5	5	5
Renaissance Plan Campaigns supported				
● Direct staffing	3	3	3	3
● Technical assistance	1	1	1	0

DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF PLANNING
EXPENDITURE SUMMARY

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	311,030	360,600	366,700	350,600
Materials & Supplies	4,122	8,100	7,600	9,700
Services	68,347	81,100	83,600	78,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	383,499	449,800	457,900	438,600
Appropriation by Activity				
Administration	181,569	199,900	201,900	199,800
Comprehensive Planning	<u>201,930</u>	<u>249,900</u>	<u>256,000</u>	<u>238,800</u>
Total	383,499	449,800	457,900	438,600
Employee Years by Activity				
Administration	1.4	1.7	1.7	1.7
Comprehensive Planning	<u>4.5</u>	<u>5.2</u>	<u>5.3</u>	<u>4.8</u>
Total	5.9	6.9	7.0	6.5



DEPARTMENT OF COMMUNITY DEVELOPMENT
BUREAU OF PLANNING
PERSONNEL SUMMARY

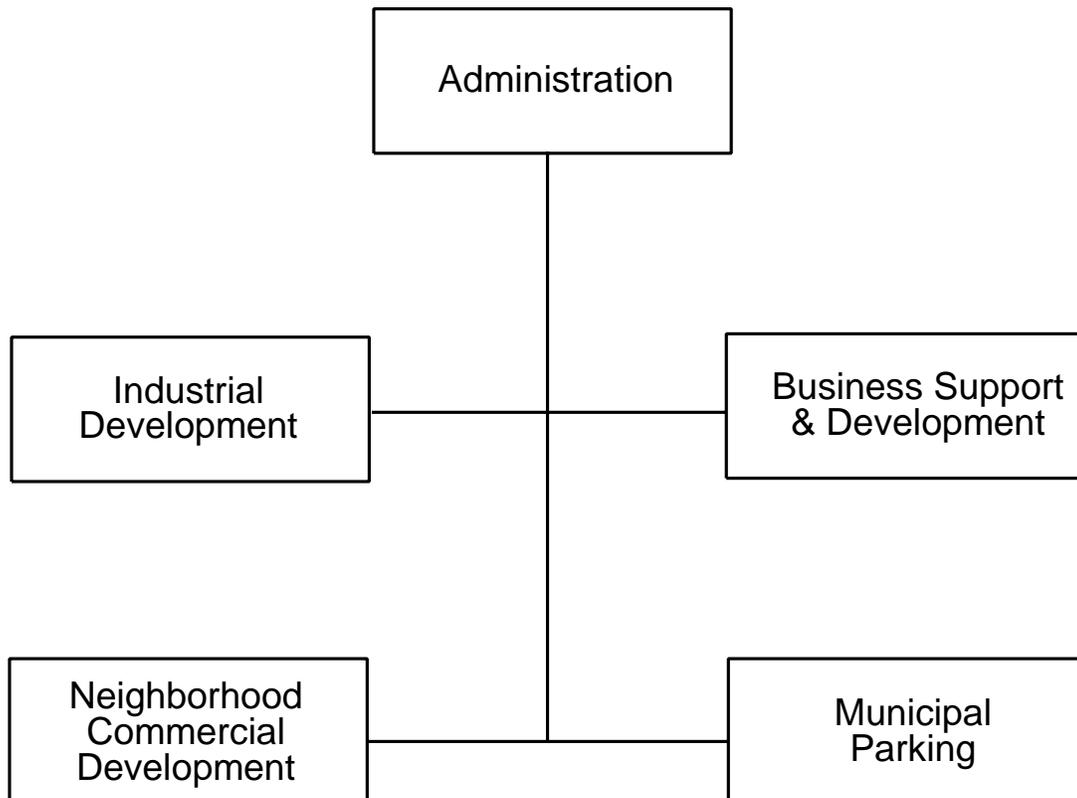
FULL TIME POSITIONS				Administration	Comprehensive Planning
Br.	Title	Budget 2001-02	Approved 2002-03		
35	Director of Planning	1	1	1	
28	Supervising City Planner	1	1		1
24	Senior City Planner	1	1		1
24	Senior City Planner/Urban Design Spec.	1	1		1
20	City Planner	1	0.5		0.5
12	GIS Technician	1	1		1
9	Clerk II	1	1	0.7	0.3
EMPLOYEE YEARS					
	Full Time	7.0	6.5	1.7	4.8
	Overtime	0.1	0.1	0.0	0.1
	Part Time, Temporary, Seasonal	0.0	0.0	0.0	0.0
	Less: Vacancy Allowance	<u>0.1</u>	<u>0.1</u>	<u>0.0</u>	<u>0.1</u>
	Total	7.0	6.5	1.7	4.8

Purpose

The Economic Development Department supports business growth, job creation and retention, and investment in the City. It develops strategies and programs; provides technical, financial, informational, and support services to new and existing industrial and commercial businesses; and administers the Municipal Parking operation.

Organization

The Department is composed of five units: Administration, Industrial Development, Neighborhood Commercial Development, Business Support and Development, and Municipal Parking.



Highlights of the Department's 2002-03 work program are presented below.

Bureau	Highlights	R2010 Campaigns Supported	Projected Completion
Industrial Development	Complete Multi-Tenant Facility Inventory	#6 - Economic Vitality #9 - Healthy Urban Neighborhoods	First Quarter
	Complete Empire Zone boundary amendment	#6 - Economic Vitality #9 - Healthy Urban Neighborhoods #10 - Center City	Second Quarter
Neighborhood Commercial Development	Begin Enterprise Development Program	#6 - Economic Vitality	Fourth Quarter
Business Support & Development	Begin East Main Street Initiative	#6 - Economic Vitality #8 - Tourism Destination #10 - Center City	Second Quarter

Year-to-Year Comparison

Bureau	Budget 2001-02	Budget 2002-03	Change	Percent Change
Administration	475,200	423,800	-51,400	-10.8%
Industrial Development	477,200	377,900	-99,300	-20.8%
Neighborhood Commercial Development	765,300	379,900	-385,400	-50.4%
Business Support & Development	149,700	213,300	63,600	42.5%
Municipal Parking	<u>2,628,700</u>	<u>1,896,800</u>	<u>-731,900</u>	-27.8%
Total	4,496,100	3,291,700	-1,204,400	-26.8%
Employee Years	42.2	27.2	-15.0	-35.5%

Change Detail

Salary & Wage Adjustment	General Inflation	Chargebacks	Vacancy Allowance	Miscellaneous	Major Change	Total
-69,100	9,700	9,100	0	-100	-1,154,000	-1,204,400

Major Change

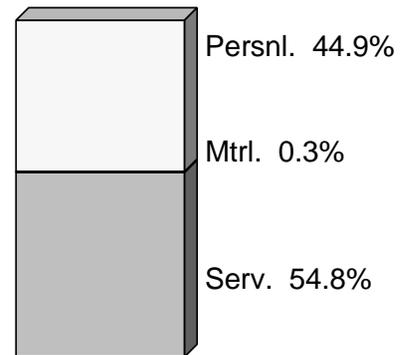
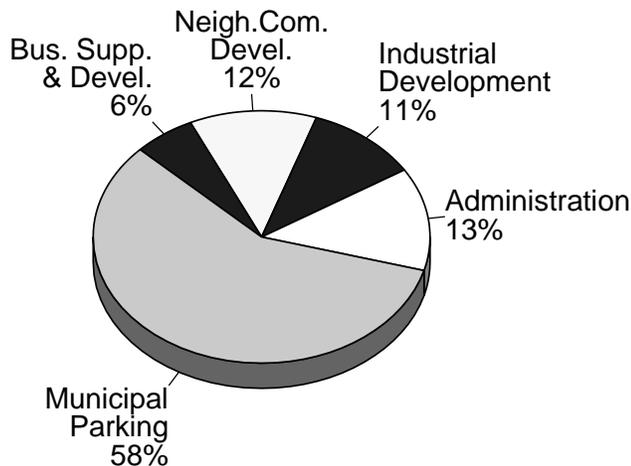
Management of Midtown Parking Garage is transferred to a private operator	-678,900
E-Z Rider Shuttle service is suspended	-375,200
A position is eliminated due to budget constraints	-49,500
A Sr. Management Analyst position is restored in Municipal Parking	48,900
Several miscellaneous allocations are reduced due to budget constraints	-29,700
One-time amendment for Monroe Ave. Street Manager matching grant is not repeated	-25,000
One-time amendment for HUB Zone is not repeated	-20,000
A full time position is reduced to part-time due to budget constraints	-13,100
Productivity improvements result in savings	-11,500

**ECONOMIC DEVELOPMENT DEPARTMENT
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,623,948	1,685,500	1,810,600	1,478,900
Materials & Supplies	21,325	23,000	38,500	10,000
Services	2,508,472	2,516,800	2,647,000	1,802,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	4,153,745	4,225,300	4,496,100	3,291,700

Appropriation by Activity				
Administration	395,804	456,900	475,200	423,800
Industrial Development	313,213	430,000	477,200	377,900
Neighborhood Commercial Development	624,174	754,500	765,300	379,900
Business Support & Development	253,282	148,700	149,700	213,300
Enterprise Business Development	101,632	0	0	0
Municipal Parking	<u>2,465,640</u>	<u>2,435,200</u>	<u>2,628,700</u>	<u>1,896,800</u>
Total	4,153,745	4,225,300	4,496,100	3,291,700

Employee Years by Activity				
Administration	2.9	2.9	3.1	3.1
Industrial Development	7.3	8.3	8.9	6.9
Neighborhood Commercial Development	4.5	6.4	6.9	6.9
Business Support & Development	4.5	3.6	3.9	4.9
Enterprise Business Development	1.8	0.0	0.0	0.0
Municipal Parking	<u>17.4</u>	<u>18.0</u>	<u>19.4</u>	<u>5.4</u>
Total	38.4	39.2	42.2	27.2



ADMINISTRATION

This activity develops overall economic development policies and provides support services to the Department. Administration's activities include fiscal control, budgeting, personnel and office management, information systems, communications, and administrative support. This activity monitors the progress of the Renewal Community and Federal Enterprise Community Zone programs and oversees the Federal Section 108 Loan, the Economic Development Initiative Grant, and the Federal Economic Development Administration Grant programs. Staff provides services to the Rochester Economic Development Corporation (REDCO), an entity that facilitates financial packaging for business and development projects.

INDUSTRIAL DEVELOPMENT – R2010 Campaign #6 - Economic Vitality

This activity implements industrial development programs designed to generate jobs and investment through the attraction of new businesses to the City and the expansion and retention of existing industrial businesses within the City. It provides outreach, financial, technical, and site selection assistance to businesses and monitors the progress of the New York State Empire Zone.

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Industrial businesses (manufacturing & wholesale, est.)	1,200	1,200	1,200	1,221
WORKLOAD				
Business assistance requests:				
• Technical assistance	425	400	425	425
• Financial assistance	175	150	175	160
• Empire Zone Assistance	<u>N/A</u>	<u>150</u>	<u>90</u>	<u>100</u>
Total	600	700	690	685
Industrial financial assistance applications processed	40	40	58	52
Empire Zone certification applications processed	N/A	46	35	40
RESULTS				
Industrial financial assistance applications approved	25	28	35	36
Empire Zone certification applications approved	N/A	46	32	40
Total Investment (\$000)	51,265	59,000	47,000	47,000
Jobs generated:				
• Created	487	1,180	1,200	1,100
• Retained	2,031	1,445	1,500	1,480
Minority/Women's Business Enterprise financial applications approved	8	4	10	7

N/A - Not Applicable

NEIGHBORHOOD COMMERCIAL DEVELOPMENT – R2010 Campaign #9 - Healthy Urban Neighborhoods
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This activity implements various neighborhood commercial and enterprise business development related programs. It organizes neighborhood business associations, provides business association support and administers the Commercial Exterior Improvement Program, Business Assistance, Neighbors Shopping Neighborhoods, Commercial Loans, Business Succession and Enterprise Development programs. In addition, it provides assistance to sector-based and faith-based community development corporations.

Program Change

The E-Z Rider Shuttle service is suspended.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Commercial businesses (retail & service, est.)*	4,000	5,920	4,000	5,920
Family-owned businesses (estimated)	N/A	1,000	1,000	N/A
WORKLOAD				
Business assistance requests:				
Technical assistance	1,500	2,890	2,000	2,400
Financial assistance	<u>280</u>	<u>510</u>	<u>280</u>	<u>395</u>
Total	1,780	3,400	2,280	2,795
Commercial financial assistance applications received and processed	55	40	45	42
Business associations supported	11	16	12	16
Minority/Women's Business Enterprise financial applications processed	28	31	28	33
Historically Under-utilized Businesses (HUB) Zone certification applications received	N/A	63	N/A	14
Entrepreneur Development Program applications received	N/A	N/A	N/A	50
RESULTS				
Commercial financial assistance applications approved	37	37	41	38
Investment (\$000)	844	3,200	3,500	3,300
Job generated				
Created	6	60	75	65
Retained	80	180	265	200
Minority/Women's Business Enterprise financial applications approved	21	24	24	25
Number of Community Development Corp assisted	4	4	4	5
Number of Seminars for small businesses various topics	2	6	6	6
Business Associations supported	12	16	12	16
Number of Historically Under-utilized Businesses (HUB) Zone certifications approved	N/A	21	N/A	7
Entrepreneur Development Program enrollees	N/A	N/A	N/A	20
Entrepreneur Development Program businesses started	N/A	N/A	N/A	16

N/A - Not Applicable

*New tracking system impacts quality of indicators measured (Claritas)

BUSINESS SUPPORT & DEVELOPMENT – R2010 Campaign #6 - Economic Vitality

This activity coordinates real estate development and high technology projects; oversees feasibility and consultant studies; monitors professional service agreements; completes site and financial analyses; performs market research; performs outreach to center city and entertainment district businesses; and provides support and pre-development services for the Department.

Program Change

Corn Hill Landing and Brooks Landing projects will begin.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
WORKLOAD				
Professional service contracts developed	9	13	4	5
Analyses of potential development sites	8	8	8	4
RESULTS				
Professional service contracts completed	9	13	4	5
Development projects completed	9	14	8	8
Investment (\$000)	14,370	31,016	38,620	59,490
Jobs generated				
●Created	529	182	592	715
●Retained*	139	133	75	1,073

*Center City Hotel, Midtown and Sibley projects

MUNICIPAL PARKING – R2010 Campaign #10 - Center City

This activity administers the City's Municipal Parking program. This includes monitoring contracts for the operation of 9 garages, 18 lots, capital expenditure planning and monitoring of revenue collection. The City receives a percentage of total revenues from each garage and lot as set forth in contracts. This activity also oversees contractual operation of the East End garage on behalf of the Cultural Center Commission and monitors the Downtown Guides program contract.

Program Change

Management of Midtown Parking Garage is transferred to a private operator.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Parking spaces:				
● Garages	9,363	9,363	9,363	9,363
● Lots	1,759	1,759	1,759	1,759
● Street meters and metered lots	<u>1,573</u>	<u>1,517</u>	<u>1,573</u>	<u>1,517</u>
Total	12,695	12,639	12,695	12,639
WORKLOAD				
Garage operations audits performed	16	12	32	16
Contracts prepared & monitored	32	47	35	35
RESULT				
Annual car counts				
● Garages	3,031,900	2,829,400	2,896,000	2,829,400
● Lots (Not Metered) estimated	198,400	198,400	198,400	198,400
● Street Meters & Metered Lots	<u>207,636</u>	<u>200,244</u>	<u>207,636</u>	<u>200,244</u>
Total	3,437,936	3,228,044	3,302,036	3,228,044

**ECONOMIC DEVELOPMENT DEPARTMENT
PERSONNEL SUMMARY**

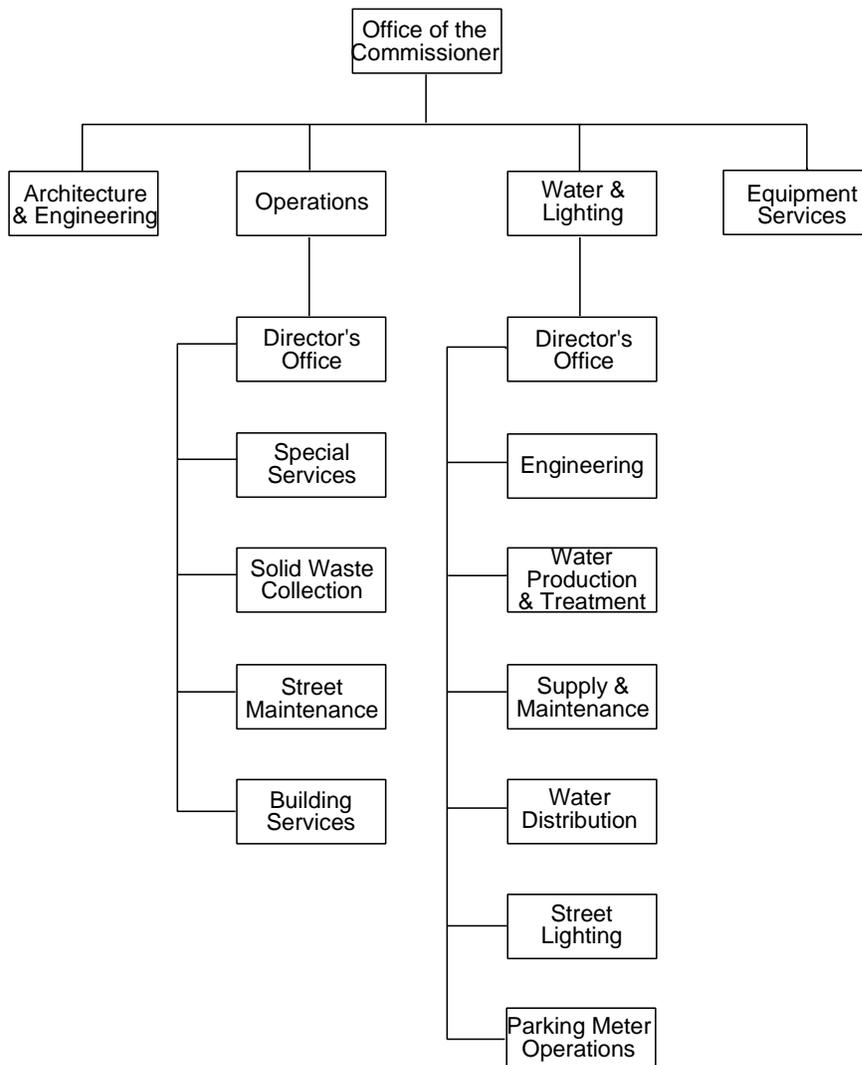
FULL TIME POSITIONS				Administration	Industrial Development	Neighborhood Commercial Development	Business Support & Development	Municipal Parking
Br.	Title	Budget 2001-02	Approved 2002-03					
36	Commissioner	1	1	1				
33	Assistant Commissioner	1	1			1		
28	Manager of Downtown Development	1	0					
28	Manager of Municipal Parking	1	1					1
26	Associate Economic Dev. Specialist	4	0					
26	Economic Development Manager	0	4		2	1	1	
24	Associate Program Assistant	1	1		1			
24	Credit Analyst	1	0					
24	Senior Administrative Analyst	1	1	1				
24	Senior Economic Dev. Specialist	9	10		3	3	4	
24	Senior Economic Dev. Specialist Bilingual	1	1			1		
23	Senior Management Analyst	0	1					1
23	Parking Facility Manager	1	0					
18	Secretary to Commissioner	0	1	1				
16	Secretary to Commissioner	1	0					
15	Accountant	1	1					1
14	Field Auditor	1	1					1
13	Assistant Parking Facility Manager	2	0					
11	Secretary	2	2		1	1		
10	Parking Monitor	1	0					
9	Clerk II with Typing	1	1					1
60	Maintenance Mechanic	1	0					
52	Building Maintenance Helper	1	0					
425	Parking Fee Collectors	7	0					
EMPLOYEE YEARS								
Full Time		40.0	27.0	3.0	7.0	7.0	5.0	5.0
Overtime		2.0	0.0	0.0	0.0	0.0	0.0	0.0
Part Time, Temporary, Seasonal		0.6	0.6	0.1	0.0	0.0	0.0	0.5
Less: Vacancy Allowance		0.4	0.4	0.0	0.1	0.1	0.1	0.1
Total		42.2	27.2	3.1	6.9	6.9	4.9	5.4

PURPOSE

The Department of Environmental Services provides safe, clean, and attractive surroundings for the community through the efficient planning, development, and provision of water service, infrastructure, and maintenance and service programs. The Department also provides services within the City organization, including maintenance and repair of motor equipment and buildings, telephone service, security, and technical support for projects that involve engineering, architectural, or environmental aspects.

Organization

The Department is composed of the Office of the Commissioner, the Bureaus of Architecture & Engineering, Operations, Water & Lighting, and Equipment Services.



Highlights of the Department of Environmental Services 2002-03 work program are presented below. Additional information for each bureau is included in the sections that follow.

Bureau	Highlights	R2010 Campaigns Supported	Projected Completion
Commissioner's Office	Commence APCO site operations and maintenance phase	#4 - Environmental Stewardship	First Quarter
	Complete oversight of Charlotte area train derailment cleanup	#4 - Environmental Stewardship	Second Quarter
	Conduct Community Environmental Stewardship meetings with neighborhood groups	#1 - Involved Citizens #4 - Environmental Stewardship	Third Quarter
Architecture & Engineering	Complete replacement of the War Memorial ice rink floor	#7 - Quality Service	Second Quarter
	Begin concept design for Manhattan Square Park revitalization	#7 - Quality Service	Third Quarter
	Begin design of new facility for Bureau of Water & Lighting Operations	#7 - Quality Service	Third Quarter
	Complete reconstruction of Highland Avenue (Monroe Avenue-East City Line)	#7 - Quality Service	Fourth Quarter
Operations	Install equipment to facilitate energy consumption reductions utilizing the NY Power Authority Energy Services Program	#7 - Quality Service	Fourth Quarter
	Begin first phase of city-wide toter replacement	#7 - Quality Service	Fourth Quarter
Water & Lighting	Begin city-wide hydrant lock program	#7 - Quality Service	First Quarter
	Complete cathodic protection pilot	#7 - Quality Service	Second Quarter
	Complete design of Highland Reservoir structural repairs	#7 - Quality Service	Third Quarter
	Begin design phase of conduit replacement	#7 - Quality Service	Fourth Quarter

Year-to-Year Comparison

<u>Bureau</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>	<u>Percent Change</u>
Office of the Commissioner	3,493,500	3,246,700	-246,800	-7.1%
Architecture & Engineering	3,718,500	3,659,700	-58,800	-1.6%
Operations	34,339,600	33,540,100	-799,500	-2.3%
Water & Lighting	24,422,000	23,308,300	-1,113,700	-4.6%
Equipment Services	<u>6,136,400</u>	<u>6,120,500</u>	<u>-15,900</u>	-0.3%
Total	72,110,000	69,875,300	-2,234,700	-3.1%
Less: Intrafund Credit*	<u>3,295,800</u>	<u>2,688,700</u>	<u>-607,100</u>	-18.4%
	68,814,200	67,186,600	-1,627,600	-2.4%
Employee Years	765.1	758.5	-6.6	-0.9%

*Reflects chargebacks for telephone and motor equipment services

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
84,000	179,300	-331,100	-19,100	-9,300	-1,531,400	-1,627,600

Major Change

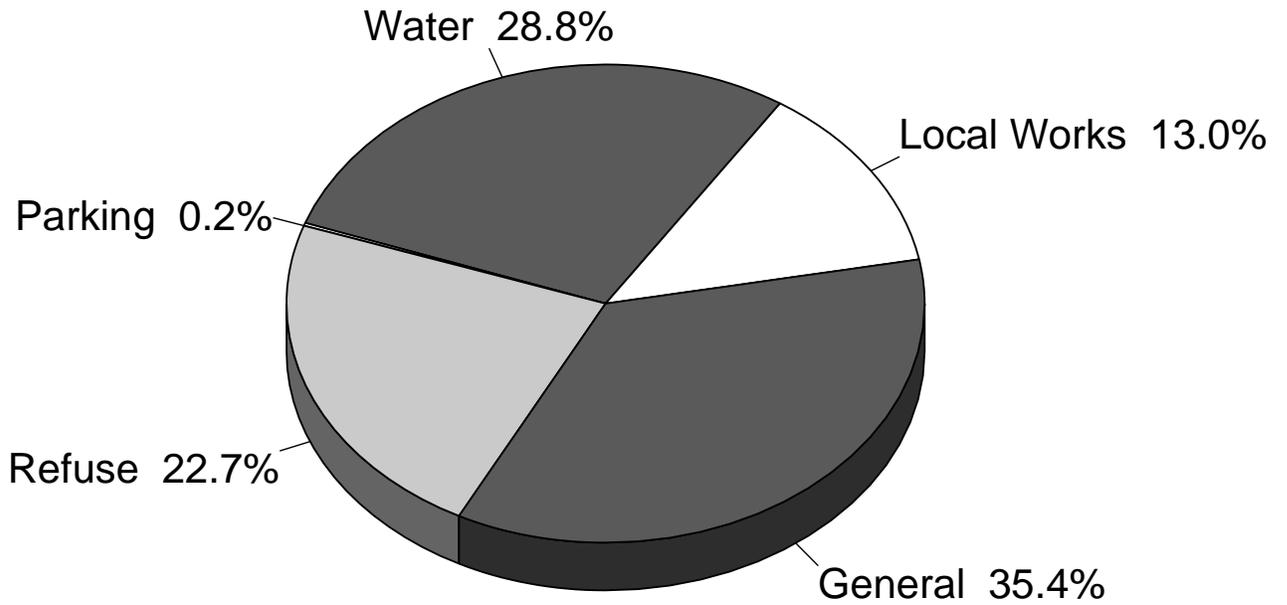
A one-time budget amendment increasing the allocation for purchases of water from Monroe County Water Authority is not repeated	-1,209,800
Installation of the new telephone system decreases expense	-568,900
The in-lieu of depreciation expense increases in the Local Works Fund	372,600
Seven vacant full time positions are eliminated due to budget constraints	-252,600
Disposal fees increase primarily due to Neighborhood Empowerment Team (NET) work orders that increase tonnage	64,000
A Building Supervisor position and related expenses are added to maintain the new Public Safety Building	43,600
The allocation for Upland property taxes is reduced based on projected expense	-21,300
Additional changes are specified at the Bureau level	

DEPARTMENT OF ENVIRONMENTAL SERVICES

Fund Summary

<u>Bureau/Division</u>	<u>General</u>	<u>Local Works</u>	<u>Water</u>	<u>Parking</u>	<u>Refuse</u>	<u>Total</u>
Commissioner	1,873,300	259,900	544,300	0	569,200	3,246,700
Architecture & Engineering	3,659,700					3,659,700
Operations:						
Director's Office	619,200	75,800			160,200	855,200
Solid Waste Collection					14,513,700	14,513,700
Special Services	1,979,600	8,372,300				10,351,900
Street Maintenance	1,946,100					1,946,100
Building Services	<u>5,873,200</u>					<u>5,873,200</u>
	10,418,100	8,448,100			14,673,900	33,540,100
Water & Lighting:						
Water Fund Operating Units and Fixed Charges			18,779,500			1,877,950
Street Lighting	4,378,800					4,378,800
Parking Meter Operations				<u>150,000</u>		<u>150,000</u>
	4,378,800		18,779,500	150,000		23,308,300
Equipment Services	<u>6,120,500</u>					<u>6,120,500</u>
Subtotal	26,450,400	8,708,000	19,323,800	150,000	15,243,100	69,875,300
Less Intrafund Credits:						
- Building Services	656,100					656,100
- Equipment Services	<u>2,032,600</u>					<u>2,032,600</u>
Net Total	23,761,700	8,708,000	19,323,800	150,000	15,243,100	67,186,600

OPERATING BUDGET BY FUND



Note: Does not reflect intrafund credits

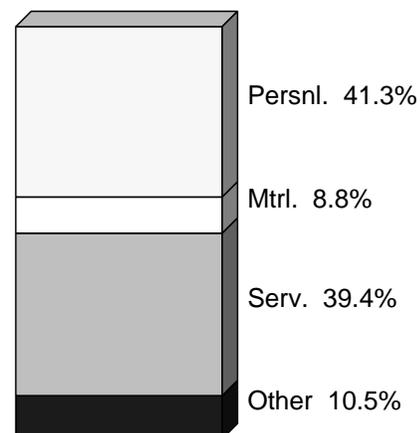
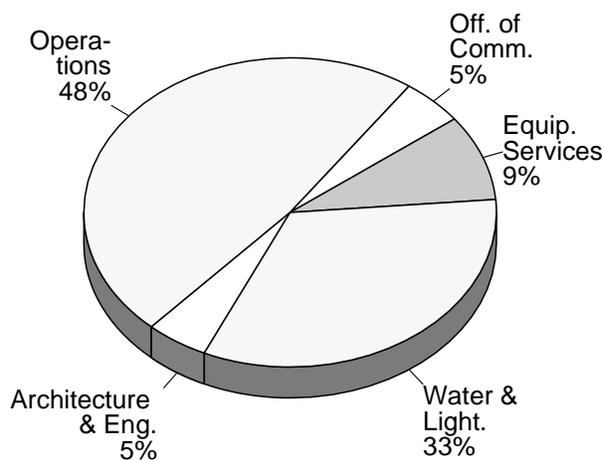
**DEPARTMENT OF ENVIRONMENTAL SERVICES
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	27,576,965	28,386,600	29,189,600	28,895,100
Materials & Supplies	5,720,347	5,302,300	6,003,100	6,117,300
Services	27,760,963	28,381,600	29,958,800	27,531,800
Other	<u>6,138,500</u>	<u>6,958,500</u>	<u>6,958,500</u>	<u>7,331,100</u>
Total	67,196,775	69,029,000	72,110,000	69,875,300
Less: Intrafund Credit*	<u>3,026,740</u>	<u>3,110,500</u>	<u>3,295,800</u>	<u>2,688,700</u>
Total	64,170,035	65,918,500	68,814,200	67,186,600

Appropriation by Activity				
Office of the Commissioner	2,804,271	3,326,100	3,493,500	3,246,700
Architecture & Engineering	3,606,875	3,565,500	3,718,500	3,659,700
Operations	31,715,442	32,179,300	34,339,600	33,540,100
Water & Lighting	22,860,733	24,119,400	24,422,000	23,308,300
Equipment Services	<u>6,209,454</u>	<u>5,838,700</u>	<u>6,136,400</u>	<u>6,120,500</u>
Total	67,196,775	69,029,000	72,110,000	69,875,300
Less: Intrafund Credit*	<u>3,026,740</u>	<u>3,110,500</u>	<u>3,295,800</u>	<u>2,688,700</u>
Total	64,170,035	65,918,500	68,814,200	67,186,600

Employee Years by Activity				
Office of the Commissioner	63.6	65.1	68.1	68.1
Architecture & Engineering	74.3	67.3	72.6	71.0
Operations	383.7	374.3	386.4	385.1
Water & Lighting	162.4	152.0	156.3	154.7
Equipment Services	<u>85.4</u>	<u>80.7</u>	<u>81.7</u>	<u>79.6</u>
Total	769.4	739.4	765.1	758.5

*Reflects chargebacks for telephone and motor equipment services



The Office of the Commissioner manages the Department, provides customer service, coordinates environmental regulatory compliance efforts and oversees hazardous waste site remediation activities at City properties. It trains departmental personnel in the performance of their jobs, furnishes security service at several City facilities, and provides support for information systems and technologies.

Objective	R2010 Campaigns Supported	Projected Completion
Commence APCO site environmental cleanup operations and maintenance phase	#4 - Environmental Stewardship	First Quarter
Complete oversight of Charlotte area train derailment cleanup	#4 - Environmental Stewardship	Second Quarter
Conduct Community Environmental Stewardship meetings with neighborhood groups	#1 - Involved Citizens #4 - Environmental Stewardship	Third Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	3,493,500	3,246,700	-246,800
Employee Years	68.1	68.1	0.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
8,200	7,400	11,900	0	-4,400	-269,900	-246,800

Major Change

Three full time positions are eliminated due to budget constraints and partially offset by creation of non-full time positions	-84,100
The Technology Services unit is reduced by a full time position and related expenses due to budget constraints	-81,300
Mid-year creation of full time positions in the Security Division is more than offset by efficiencies	-78,100
The Parks Patrol security program is eliminated due to budget constraints	-71,600
A one-time budget reduction does not recur	50,500
Funding is added for risk management	48,000
The GRETA program funding transfers to the Bureau of Operations Solid Waste division	-30,000
The full time Car Pool Coordinator position is reduced to part time based on need	-17,600
Professional fees and miscellaneous communication allocations are reduced due to budget constraints	-10,400
Funding is increased to provide full time clerical coverage in Administration; part time clerical assistance is eliminated	9,700
One-time funding for a Transportation and Job Development study is not repeated	-5,000

DEPARTMENT OF ENVIRONMENTAL SERVICES
OFFICE OF THE COMMISSIONER

ADMINISTRATION

Administration establishes departmental policies, reviews operational efficiency and effectiveness, and coordinates activities within the Department and with other City departments and external agencies. It manages personnel administration and monitors the Department's operating and capital budgets.

ENVIRONMENTAL QUALITY – R2010 Campaign #4 - Environmental Stewardship

Environmental Quality manages environmental investigations and hazardous waste site remediation activities at City properties. The activity coordinates environmental regulatory compliance efforts for the City, conducts environmental audits of sites under consideration for acquisition, and provides analysis on a variety of environmental issues.

Performance Indicators	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Phase I site assessments requested	18	68	23	23
Preliminary site assessments requested*	1,397	1,398	1,100	1,400
Freedom of information and site information requests	85	85	N/A	100
WORKLOAD				
Phase I site assessments completed	18	68	35	23
Preliminary site assessments completed	1,397	1,398	1,100	1,400
Freedom of information and site information requests	85	85	N/A	100
Waste management projects completed	36	45	55	45
Tons of waste material treated or sent for disposal	1,608	20,258	11,600	12,500
Inspections of City facilities completed	21	22	24	24
Spill responses completed	11	10	24	18
NY cleanup agreements and orders	10	10	10	10
Remedial systems operating	8	10	12	12
Environmental stewardship meetings	36	34	11	39
EFFICIENCY				
Cleanup cost per acre (\$):				
• Planned residential site reuse	200,000	400,000	270,000	167,000
• Planned commercial/industrial reuse	75,000	0	74,000	150,000
RESULTS				
Sites remediated	2	2	3	2
Acres remediated	2.7	8.1	10.0	5.0

*Includes all commercial and industrial tax delinquent properties

N/A - Not Applicable

SECURITY

Security provides guard service at key City facilities and during various City events. Service is provided at City Hall, the Department of Environmental Services' Operations Center and Bureau of Water & Lighting, the Auto Pound, and commercial buildings acquired by the City through foreclosure. A mobile security patrol provides routine surveillance of City properties and secures firehouses and libraries when necessary. The unit monitors security alarms at City facilities and some Rochester City School District buildings.

Program Change

Seasonal evening and weekend patrols at Turning Point, Maplewood, Cobbs Hill, and Genesee Valley Parks, and along the Genesee River Trail are eliminated.

OFFICE OF CUSTOMER SATISFACTION – R2010 Campaign #1 - Involved Citizens

The Office of Customer Satisfaction (OCS) provides customer service for the Department's public services. The unit receives and responds to inquiries and requests for service, provides complaint resolution, renders water and commercial refuse bills to customers, and conducts customer surveys to measure the efficiency and effectiveness of services that are provided. The activity also works in conjunction with the Bureau of Operations' Building Services division to manage the City's telephone system. The Bureau of Water & Lighting's Dispatch activity assists the unit by receiving calls when the office is not staffed.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
City residents	219,800	219,800	219,800	219,800
Customer Accounts				
• Water	61,320	61,230	61,400	61,300
• Refuse	56,158	55,787	55,787	55,600
WORKLOAD				
Number of telephone calls received*	138,575	136,100	140,000	140,000
Number of service requests taken	21,955	21,000	25,000	23,000
Number of complaints taken	25,088	24,400	23,000	24,000
Customer satisfaction surveys conducted	6	3	6	3
Water billings rendered	261,833	261,700	265,000	264,000
Commercial refuse billings rendered	11,321	11,200	11,600	11,200
RESULTS				
Percent of telephone calls answered within 30 seconds	90.0	92.0	90.0	90.0
Repeat complaints as a percentage of total complaints received	1.2	0.7	2.2	1.0
Level of customer satisfaction as measured by quality assurance callbacks (percent)	85.0	89.0	90.0	90.0

*Calls taken by Water Dispatch operation between 11:00 p.m. and 6:30 a.m., when OCS is not staffed, are shown in the Water & Lighting performance indicators

DEPARTMENT OF ENVIRONMENTAL SERVICES
OFFICE OF THE COMMISSIONER

TRAINING & SAFETY

Training and Safety trains departmental personnel in the performance of their jobs. The unit develops and delivers management, technical, customer service, safety, and equipment training. It coordinates the Department's total quality management program.

Performance Indicators	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Full time positions authorized in department	662.0	670.0	663.0	664.0
Part time, temporary, seasonal equivalents	<u>32.6</u>	<u>37.3</u>	<u>44.5</u>	<u>37.2</u>
Total	694.6	707.3	707.5	701.2
WORKLOAD				
Individuals participating in training sessions:				
● Quality tools	37	300	215	450
● Computer-related knowledge	69	78	45	45
● Telephone techniques	0	0	50	25
● Supervisory skills	67	125	20	65
● Defensive driving techniques	208	244	360	275
● Safety & Wellness	763	105	125	60
● Equipment training	456	468	400	400
New employees participating in orientation program	25	27	36	30
RESULTS				
Occupational Safety and Health Administration (OSHA) reportable accidents	147	150	100	135
Safe driving awards issued as a percentage of eligible drivers	88.5	85.0	85.0	85.0

TECHNOLOGY SERVICES

Technology Services provides information systems and technologies that enable departmental units to accomplish their respective missions. These systems and technologies provide departmental personnel with information relative to their operations, support strategic planning, promote effective resource management, enhance customer service, and promote internal and external communication.

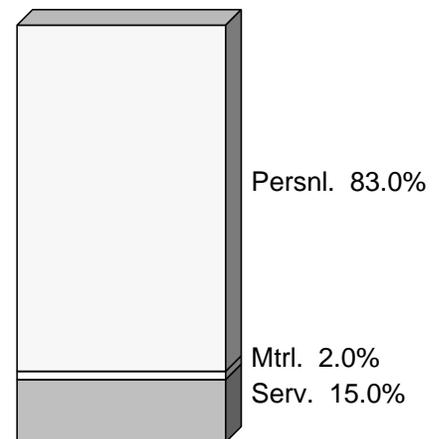
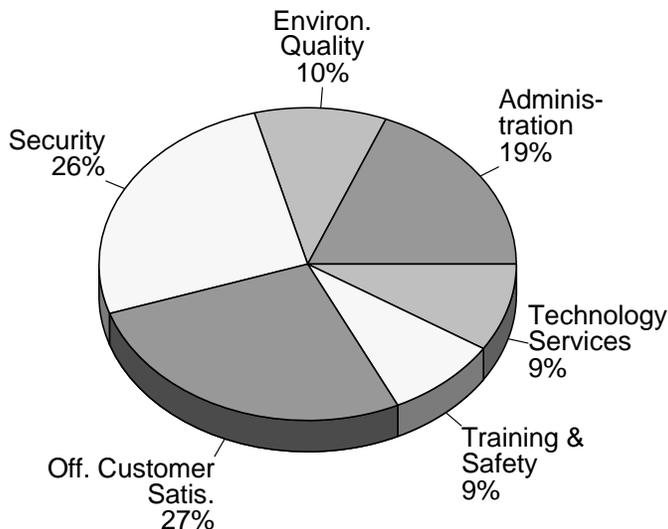
DEPARTMENT OF ENVIRONMENTAL SERVICES
OFFICE OF THE COMMISSIONER
EXPENDITURE SUMMARY

7-11

	Actual 2000-01	Estimated 2001-02	Amended 2001-02	Approved 2002-03
Appropriation by Major Object				
Personnel Expenses	2,407,055	2,703,500	2,883,300	2,694,500
Materials & Supplies	69,614	60,400	63,800	65,800
Services	327,602	562,200	546,400	486,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,804,271	3,326,100	3,493,500	3,246,700

Appropriation by Activity				
Administration	627,512	643,600	667,700	626,100
Environmental Quality	343,709	310,000	326,700	313,000
Security	756,632	940,300	998,200	845,100
Office of Customer Satisfaction	772,377	886,700	887,500	878,700
Training & Safety	304,041	308,300	302,200	304,800
Technology Services	<u>0</u>	<u>237,200</u>	<u>311,200</u>	<u>279,000</u>
Total	2,804,271	3,326,100	3,493,500	3,246,700

Employee Years by Activity				
Administration	9.8	8.4	9.3	9.3
Environmental Quality	5.5	4.5	5.5	5.0
Security	25.7	27.3	24.5	27.4
Office of Customer Satisfaction	17.5	17.6	17.3	17.3
Training & Safety	5.1	4.7	5.1	4.1
Technology Services	<u>0.0</u>	<u>2.6</u>	<u>6.4</u>	<u>5.0</u>
Total	63.6	65.1	68.1	68.1



DEPARTMENT OF ENVIRONMENTAL SERVICES
OFFICE OF THE COMMISSIONER
PERSONNEL SUMMARY

FULL TIME POSITIONS			Administration	Environmental Quality	Security	Office of Customer Satisfaction	Training & Safety	Technology Services		
Br.	Title	Budget 2001-02							Approved 2002-03	
36	Commissioner	1	1							
35	Deputy Commissioner	1	1	1						
29	Computer Systems Analyst	1	0							
29	Manager of Customer Satisfaction	1	1			1				
29	Manager of Environmental Quality	1	1		1					
29	Principal Information System Analyst	0	1					1		
29	Principal Staff Assistant	1	1	1						
27	Superintendent of Security	1	1			1				
26	Associate Administrative Analyst	1	1	0.5				0.5		
26	Training & Safety Coordinator	1	1				1			
25	Programmer Analyst	1	0							
25	Senior Environmental Specialist/Compliance	1	1							
25	Senior Environmental Specialist/Remediation	1	1							
25	Superintendent of Customer Accounts	1	1			1				
24	Senior Administrative Analyst	4	3	2		1				
23	Computer Applications Specialist	2	2					2		
21	Environmental Technician	1	1							
21	Equipment Training Coordinator	1	1				1			
20	GIS Applications Specialist	1	1					1		
19	Equipment Trainer	1	1				1			
18	Municipal Assistant	2	0							
18	Secretary to the Commissioner	1	1	1						
18	Supervising Service Representative	1	1			1				
16	Supervising Security Guard	2	3			3				
14	Senior Human Resource Associate	1	1				1			
13	Administrative Secretary	1	1	1						
10	Service Representative	9	9			9				
10	Service Representative Bilingual	2	2			2				
9	Clerk II	1	1	0.5	0.5					
6	Receptionist Typist	0	1	1						
59	Car Pool Coordinator	1	0							
57	Senior Security Guard	4	4			4				
52	Security Guard	9	16			16				
EMPLOYEE YEARS										
Full Time			57.0	61.0	9.0	4.5	24.0	15.0	4.0	4.5
Overtime			2.7	3.4	0.0	0.0	2.2	1.1	0.1	0.0
Part Time, Temporary, Seasonal			8.4	3.7	0.3	0.5	1.2	1.2	0.0	0.5
Less: Vacancy Allowance			0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total			68.1	68.1	9.3	5.0	27.4	17.3	4.1	5.0

The Bureau of Architecture & Engineering implements the City's capital program through design, construction, inspection, and rehabilitation of buildings, bridges, roads, and other infrastructure.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Complete replacement of the War Memorial ice rink floor	#7 - Quality Service	Second Quarter
Begin concept design for revitalization of Manhattan Square Park	#7 - Quality Service	Third Quarter
Begin design of new Bureau of Water & Lighting operations facility	#7 - Quality Service	Third Quarter
Install equipment to facilitate energy consumption reductions utilizing New York Power Authority Energy Services program	#7 - Quality Service	Fourth Quarter
Begin design of all-weather passageway inside the Broad Street Bridge utilizing the former Erie Canal Aqueduct	#7 - Quality Service	Fourth Quarter
Continue reconstruction of Lake Avenue (Burley Road-Lake Ontario State Parkway)	#7 - Quality Service	Fourth Quarter
Complete reconstruction of Highland Avenue (Monroe Avenue-East City Line)	#7 - Quality Service	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	3,718,500	3,659,700	-58,800
Employee Years	72.6	71.0	-1.6

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-21,600	6,100	18,600	-8,800	-200	-52,900	-58,800

Major Change

A vacant full time technician position and a part time clerical position are eliminated due to budget constraints	-42,900
Rochester Science Park maintenance contract transfers to the Operations Bureau Building Services division	-10,000

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF ARCHITECTURE & ENGINEERING

ADMINISTRATION

This activity manages the Bureau and provides technical support for City projects, including planning, coordination, and implementation of capital projects. Administrative tasks include monitoring and implementation of Neighbors Building Neighborhoods (NBN3) action steps assigned to the Bureau, and the development of measures to chart performance trends for the City's quality initiatives.

DEVELOPMENT – R2010 Campaign #6 - Economic Vitality

This activity plans, implements, and provides technical support for City Capital projects, including design, coordination, and management of projects.

Program Change

This is a new unit achieved through a reallocation of existing positions and resources from the Administration unit.

Performance Indicators	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
WORKLOAD				
Projects designed: (\$000,000)				
● In-house	.95	1.09	N/A	1.27
● Consultant	6.89	13.38	N/A	7.6

N/A - Not Applicable

CONSTRUCTION – R2010 Campaign #7 - Quality Service

Construction inspects and administers construction activities funded by the City. This includes monitoring construction progress, coordinating traffic movement around street related projects, and preparing and processing project cost estimates.

Performance Indicators	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Total contracts				
	32	30	26	29
Value of projects to be inspected (\$000,000)				
	22.63	27.34	16.50	22
WORKLOAD				
Contracts inspected:				
● In-house	8	7	9	9
● Consultant	24	22	15	20
Value of projects inspected: (\$000,000)				
● In-house	2.93	2.82	3.80	3.80
● Consultant	19.70	24.52	12.70	18.20

MAPS & SURVEYS – R2010 Campaign #7 - Quality Service

This activity maintains the Official City Map, records deeds of property transferred in the City, notifies the Assessor of ownership changes, reviews subdivision requests, assigns street numbers to new buildings, reproduces documents, maps, and construction plans for City departments, maintains the City's survey monuments, and makes necessary surveys.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Property parcels in City	67,504	67,500	67,700	67,500
Street miles (centerline)	539	539	539	539
City survey monuments	5,800	5,810	5,820	5,820
Property line miles (Upland)	75	75	75	75
WORKLOAD				
Miles of topographic street surveys	3.57	3.50	3.50	3.50
Monuments recentered through construction	45	50	55	55
Monuments maintained	815	820	820	800
Official map changes made	120	225	140	200
Deeds processed	6,470	6,900	6,800	6,900
Subdivision requests reviewed	76	115	90	110
Non-street surveys completed	31	18	18	20

PERMIT OFFICE – R2010 Campaign #3 - Health, Safety & Responsibility

The Permit Office issues permits for construction work in the right-of-way. This work includes street openings, trenching, driveway construction, new water services and renewals, water abandonments, and use of hydrants and barricades. The office reviews and processes permit applications, reviews letters of credit, reviews liability insurance certificates, investigates public complaints, inspects sites for which permits have been issued, tests street restorations (utility cuts) for compliance with standards and specifications, and prepares Notice and Orders resulting from code violations.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Permit applications received	1,442	1,300	1,400	1,400
WORKLOAD				
Permits issued	1,386	1,275	1,300	1,300
Permit inspections performed	2,103	2,300	2,300	2,300
Site inspections in response to inquiries	385	400	400	400
Notice and Orders issued	168	105	105	135
Street restorations tested for compliance	78	70	70	70
RESULTS				
Percent of tested street restorations in compliance with standards and specifications	62	75	77	75

STREET DESIGN – R2010 Campaign #7 - Quality Service

Street Design plans and implements the City's Street Improvement Program. It inspects streets, updates the Street Inventory System and designs improvements such as street resurfacing and reconstruction, asphalt removal, and curb replacement. The unit reviews and acts upon the recommendations of consulting engineers, investigates citizen complaints, and provides technical support to the Administration activity. It also inspects hazardous sidewalks and designs replacements.

**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF ARCHITECTURE & ENGINEERING**

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Street length (in centerline miles):				
● Arterial streets	95	95	95	95
● Collector streets	46	46	46	46
● Residential streets	<u>398</u>	<u>398</u>	<u>398</u>	<u>398</u>
Total:	539	539	539	539
Sidewalks (000,000 sq. ft.)	33.2	33.2	33.2	33.2
WORKLOAD				
Miles of street resurfacing design/investigation performed	1.41	4.47	1.80	4.64
Miles of street improvements designed:				
● In-house	2.13	5.37	2.47	1.88
● Consultants	3.20	6.28	2.71	1.96
Value of street improvement projects designed: (\$000,000)				
● In-house	3.75	4.30	5.00	3.96
● Consultants	8.39	14.84	11.25	8.85
Sidewalks investigated (000,000 sq. ft.)	10.30	8.79	8.91	8.91
RESULTS				
Centerline miles resurfaced (%)	0.26	0.83	0.33	0.86
Sidewalk improved (000,000 sq. ft.)	0.21	0.19	0.17	0.18

ARCHITECTURAL SERVICES – R2010 Campaign #7 - Quality Service

Architectural Services plans and executes the City's building renovation program, reviews requests for building-related construction projects, inspects and prepares reports on project requests, designs building construction and renovation projects, and provides technical support to consultants involved in the design of City projects.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
City building inventory	191	190	191	190
Facilities in building renovation program	159	158	159	158
Municipal parking garages	9	9	9	9
WORKLOAD				
Technical surveys and reports	31	14	32	19
Projects designed:				
● In-house	39	36	38	22
● Consultant	9	13	22	18
● Combined	0	0	1	0
Construction contracts administered:				
● In-house	60	43	29	53
● Consultant	23	34	21	17
Value of projects designed (\$000,000)				
● In-house	1.11	1.67	1.60	1.60
● Consultant	1.36	4.75	3.00	3.00
● Combined	0.00	0.00	0.50	0.00
Value of construction contracts administered (\$000,000)				
● In-house	1.80	1.31	2.00	1.73
● Consultant	8.07	11.79	9.29	2.93

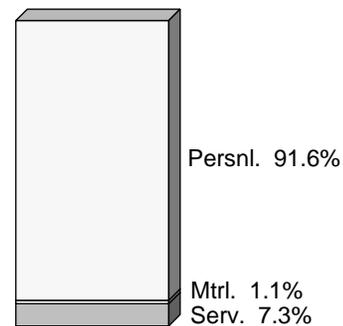
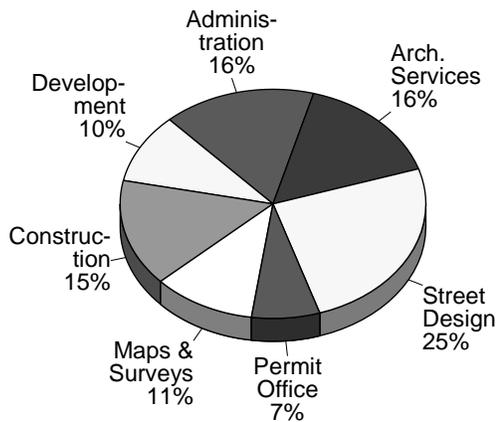
DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF ARCHITECTURE & ENGINEERING
EXPENDITURE SUMMARY

7-17

Appropriation by Major Object	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Personnel Expenses	3,217,030	3,283,900	3,426,200	3,352,900
Materials & Supplies	75,407	39,000	39,000	38,600
Services	314,438	242,600	253,300	268,200
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	3,606,875	3,565,500	3,718,500	3,659,700

Appropriation by Activity	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Administration	1,008,469	901,300	916,600	578,400
Development	0	0	0	350,300
Construction	571,561	593,300	571,200	565,900
Maps and Surveys	434,508	419,700	410,400	406,500
Permit Office	250,632	251,300	245,800	246,400
Street Design	852,438	842,600	972,800	911,000
Architectural Services	<u>489,267</u>	<u>557,300</u>	<u>601,700</u>	<u>601,200</u>
Total	3,606,875	3,565,500	3,718,500	3,659,700

Employee Years by Activity	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Administration	14.3	13.1	13.1	6.2
Development	0.0	0.0	0.0	6.8
Construction	11.0	10.9	10.9	10.9
Maps and Surveys	10.1	8.9	9.0	9.0
Permit Office	6.0	6.0	6.0	5.9
Street Design	20.7	17.3	20.4	19.1
Architectural Services	<u>12.2</u>	<u>11.1</u>	<u>13.2</u>	<u>13.1</u>
Total	74.3	67.3	72.6	71.0



**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF ARCHITECTURE & ENGINEERING
PERSONNEL SUMMARY**

FULL TIME POSITIONS			Administration	Development	Construction	Maps & Surveys	Permit Office	Street Design	Architectural Services	
Br.	Title	Budget 2001-02								Approved 2002-03
35	City Engineer	1	1	1						
32	Manager Special Projects	0	1		1					
32	Managing Architect	1	1						1	
32	Managing Engineer-Construction	1	1			1				
32	Managing Engineer-Street Design	1	1					1		
29	Senior Engineer-Street Design	1	1					1		
29	Senior Landscape Architect	2	1		1					
29	Senior Structural Engineer/Bridges	1	1		1					
28	Manager of Maps & Surveys	1	1				1			
27	Senior Architect	2	2						2	
27	Transportation Specialist	1	1	1						
26	Engineer III	6	5			3		2		
24	Architect	2	2						2	
24	Engineer II	4	4					4		
24	Field Surveyor	1	1				1			
24	Permit Coordinator	1	1					1		
24	Senior Administrative Analyst	4	4	1.5	0.5			1	1	
21	Assistant Architect	3	3						3	
21	Assistant Landscape Architect	1	1		1					
21	Engineer I	4	5		1	2		2		
21	Supervisor of Mapping	1	1				1			
21	Supv. Engineering Technician	3	3			1		2		
18	Assistant Field Surveyor	1	1				1			
18	Junior Architect	1	1						1	
18	Principal Engineering Technician	4	4			2	1	1		
15	Architectural Drafter	1	1						1	
15	Senior Engineering Technician	3	5				2	3		
15	Senior Landscape Technician	0	1		1					
15	Senior Survey Technician	3	3				3			
13	Administrative Secretary	1	1	1						
12	Engineering Technician	6	3				1	2		
12	Landscape Technician	1	0							
11	Secretary	1	1						1	
9	Clerk II	1	1				1			
9	Clerk II with Typing	4	4			1		1	1	
9	Clerk II with Typing Bilingual	1	1	0.5	0.5					
8	Senior Stenographer	1	1	1						
EMPLOYEE YEARS										
	Full Time	71.0	70.0	6.0	7.0	10.0	9.0	6.0	19.0	13.0
	Overtime	1.8	1.8	0.0	0.0	1.1	0.2	0.0	0.3	0.2
	Part Time, Temporary, Seasonal	1.5	1.1	0.4	0.0	0.1	0.0	0.1	0.3	0.2
	Less: Vacancy Allowance	1.7	1.9	0.2	0.2	0.3	0.2	0.2	0.5	0.3
	Total	72.6	71.0	6.2	6.8	10.9	9.0	5.9	19.1	13.1

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF OPERATIONS

7-19

The Bureau of Operations is comprised of five units. The Director's Office is responsible for Bureau administration and maintenance of the Downtown Services District. Refuse is collected from residential and commercial customers by the Solid Waste Collection Division. The Special Services Division removes snow and ice from streets and sidewalks, maintains vacant lots, sweeps streets, collects leaves, and removes graffiti. The Street Maintenance Division conducts a surface treatment program on City streets, restores Bureau of Water & Lighting utility cuts, and repairs potholes, bridges, guardrails, and sidewalks. City-owned buildings are maintained and repaired by the Building Services Division.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Install equipment to facilitate energy consumption reductions utilizing the NY Power Authority Energy Services Program	#7 - Quality Service	Fourth Quarter
Begin first phase of city-wide totter replacement	#7 - Quality Service	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	33,245,700	32,884,000	-361,700
Employee Years	386.4	385.1	-1.3

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
9,300	96,300	-303,700	18,300	1,400	-183,300	-361,700

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF OPERATIONS

Major Change

Installation of the new telephone system decreases expense	-568,900
The in-lieu of depreciation expense increases in the Local Works Fund	372,600
The Chip Seal/Overlay activity is reduced	-318,500
A portion of the staff and other resources from the Chip Seal/Overlay activity transfers to other activities within the bureau	209,900
A contract with the Humane Society for dead animal disposal is discontinued as DES employees will perform the function	-100,000
Disposal fees increase primarily due to Neighborhood Empowerment Team (NET) work orders that increase tonnage	64,000
Unit price escalation is assumed for purchase of sodium chloride in the Salting activity	49,100
A Building Supervisor position and related expenses are added to maintain the new Public Safety Building	43,600
A vacant full time position formerly on full time union release is eliminated	-39,000
The allocation for snow plowing contracts increases per estimated escalation adjustments	33,300
Funds are added for a rearload container refurbishing project	33,300
The GRETA program transfers from the Office of the Commissioner	30,000
Seasonal clerical support is eliminated as a result of technological improvements	-14,400
Responsibility for Rochester Science Park maintenance transfers from the Architecture and Engineering Bureau	10,000
A full time position is added and seasonal hours reduced for better service to Downtown District	6,700
The printing allocation increases for publication of the "Book for All Seasons"	5,000

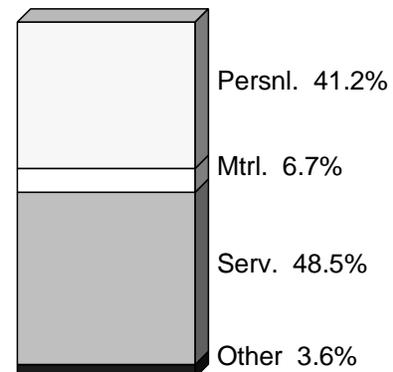
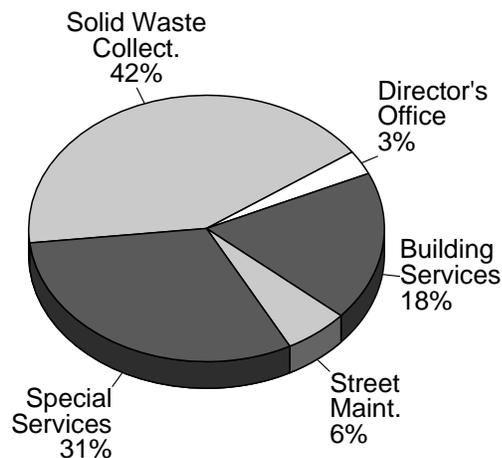
DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF OPERATIONS
EXPENDITURE SUMMARY

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	Actual 2000-01	Estimated 2001-02	Amended 2001-02	Approved 2002-03
Appropriation by Major Object				
Personnel Expenses	13,179,194	13,525,500	13,844,500	13,812,400
Materials & Supplies	2,006,897	1,776,000	2,146,500	2,237,100
Services	16,529,351	16,057,800	17,528,600	16,298,000
Other	<u>0</u>	<u>820,000</u>	<u>820,000</u>	<u>1,192,600</u>
Total	31,715,442	32,179,300	34,339,600	33,540,100
Less: Intrafund Credit*	<u>1,033,411</u>	<u>1,093,900</u>	<u>1,093,900</u>	<u>656,100</u>
Total	30,682,031	31,085,400	33,245,700	32,884,000

Appropriation by Activity				
Director's Office	798,224	835,500	852,800	855,200
Solid Waste Collection	14,107,547	14,753,100	15,200,700	14,513,700
Special Services	8,986,592	8,655,700	9,847,100	10,351,900
Street Maintenance	1,979,202	2,013,100	2,057,900	1,946,100
Building Services	<u>5,843,877</u>	<u>5,921,900</u>	<u>6,381,100</u>	<u>5,873,200</u>
Total	31,715,442	32,179,300	34,339,600	33,540,100
Less: Intrafund Credit*	<u>1,033,411</u>	<u>1,093,900</u>	<u>1,093,900</u>	<u>656,100</u>
Total	30,682,031	31,085,400	33,245,700	32,884,000

Employee Years by Activity				
Director's Office	15.5	16.3	16.3	16.7
Solid Waste Collection	136.9	129.2	132.1	131.9
Special Services	113.3	115.9	122.4	123.3
Street Maintenance	42.2	40.6	40.4	37.0
Building Services	<u>75.8</u>	<u>72.3</u>	<u>75.2</u>	<u>76.2</u>
Total	383.7	374.3	386.4	385.1



**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – DIRECTOR'S OFFICE**

The Director's Office is responsible for Bureau administration and Downtown District Services.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	852,800	855,200	2,400
Employee Years	16.3	16.7	0.4

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-6,400	4,100	-3,000	6,000	-5,000	6,700	2,400

Major Change

A full time position is added and seasonal hours reduced for better service to Downtown District 6,700

ADMINISTRATION

Administration manages the Bureau of Operations and provides staff support for the operating divisions.

DOWNTOWN DISTRICT SERVICES – R2010 Campaign #10 - Center City

This activity maintains downtown walks, streets, and other public facilities including those within the Downtown Enhancement District. While basic services are provided to this area as part of the City-wide environmental services program, the Downtown Enhancement District receives services above this level. It pays for them through a special assessment charge in addition to regular tax and service charges levied on the properties. In return for this additional payment, District members receive special services including landscaping, litter cleanup, repair of benches and other amenities, graffiti removal, and holiday decorations.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Bus shelters	16	16	16	16
Litter containers	100	100	100	100
Benches	105	105	105	105
Sidewalk pavers (sq. ft.)	155,000	155,000	155,000	155,000
Trees	1,120	1,120	1,120	1,120
Planters	185	185	185	185
Mall planters	8	8	8	8
Precast ashtrays	70	70	70	70

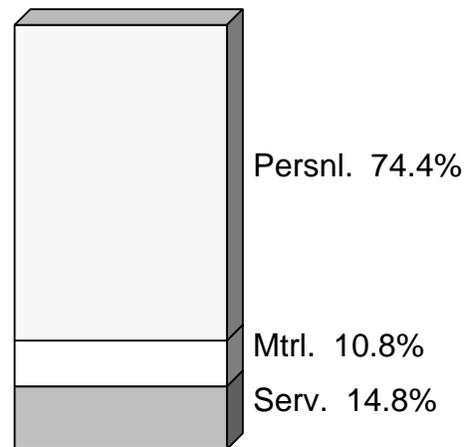
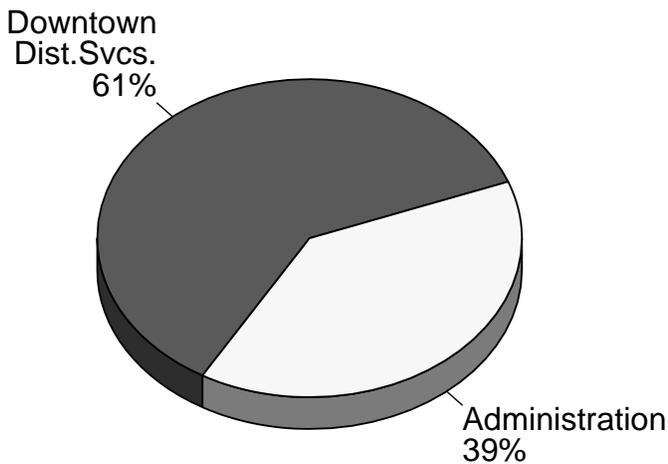
DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – DIRECTOR'S OFFICE

7-23

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
WORKLOAD				
Twice daily:				
● Litter containers emptied	100	100	100	100
Daily:				
● Precast ashtrays emptied	70	70	70	70
● Benches cleaned	105	105	105	105
● Sidewalk pavers swept (sq. ft.)	155,000	155,000	155,000	155,000
● Tree pits cleaned (Zone I)	124	124	124	124
Twice weekly:				
● Sidewalk pavers washed (sq. ft.)	155,000	155,000	155,000	155,000
● Planters cleaned and watered	185	185	185	185
Weekly:				
● Bus shelters washed	16	16	16	16
● Trees watered (Zone I)	124	124	124	124
Annually:				
● Tree pits cleaned (Zone II & remainder of Central Business District)	933	933	933	933
Loose sidewalk pavers reset (est.)	2,400	3,900	2,500	2,500
Flower bulbs and annuals planted	26,000	26,000	26,000	26,000
Banners installed	900	900	900	900
Holiday decorations installed	466	466	466	466

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – DIRECTOR’S OFFICE
EXPENDITURE SUMMARY

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	598,580	630,500	630,500	636,800
Materials & Supplies	85,393	89,300	99,200	92,000
Services	114,251	115,700	123,100	126,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	798,224	835,500	852,800	855,200
Appropriation by Activity				
Administration	306,719	332,000	331,500	330,000
Downtown District Services	<u>491,505</u>	<u>503,500</u>	<u>521,300</u>	<u>525,200</u>
Total	798,224	835,500	852,800	855,200
Employee Years by Activity				
Administration	4.0	4.1	4.1	4.1
Downtown District Services	<u>11.5</u>	<u>12.2</u>	<u>12.2</u>	<u>12.6</u>
Total	15.5	16.3	16.3	16.7



DEPARTMENT OF ENVIRONMENTAL SERVICES
 OPERATIONS – DIRECTOR'S OFFICE
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Downtown District Services
Br.	Title	Budget 2001-02	Approved 2002-03		
35	Director of Operations	1	1	1	
31	Assistant Director of Operations	1	1	1	
24	Sr. Administrative Analyst	1	1	1	
23	Asst. Operations Superintendent	1	1		1
13	Administrative Secretary	1	1	1	
62	Senior Operations Worker	1	1		1
56	Grounds Equipment Operator	4	5		5
41	Operations Worker	1	1		1
EMPLOYEE YEARS					
	Full Time	11.0	12.0	4.0	8.0
	Overtime	1.7	1.5	0.0	1.5
	Part Time, Temporary, Seasonal	3.8	3.2	0.1	3.1
	Less: Vacancy Allowance	<u>0.2</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Total	16.3	16.7	4.1	12.6

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SOLID WASTE COLLECTION DIVISION**

The Solid Waste Collection Division collects refuse and recycles selected materials for residential and commercial customers. Funding for the refuse disposal agreement with Monroe County is included in this Division.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	15,200,700	14,513,700	-687,000
Employee Years	132.1	131.9	-0.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
22,900	13,000	-658,500	0	6,300	-70,700	-687,000

Major Change

A contract with the Humane Society for dead animal disposal is discontinued as DES employees will perform the function	-100,000
A vacant full time position formerly on full time union release is eliminated	-39,000
Funds are added for a rearload container refurbishing project	33,300
The GRETA program transfers from the Office of the Commissioner	30,000
The printing allocation increases for publication of the "Book for All Seasons"	5,000

ADMINISTRATION

Administration manages the Division and provides staff support for the field activities. Funding is included in this unit for the "Greta" program, an educational effort designed to increase the awareness of youth to problems of litter and graffiti and to encourage recycling and waste reduction. The unit also licenses commercial refuse haulers who operate within the boundaries of the City.

RESIDENTIAL REFUSE COLLECTION – R2010 Campaign #4 - Environmental Stewardship

Refuse is collected once a week from residential properties with three or less family units. Residential customers receive curbside service for regular refuse and bulk items.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Residential accounts	53,328	52,987	52,987	52,800
WORKLOAD				
Tons collected and disposed	99,125	99,900	101,300	101,300
EFFICIENCY				
Cost per ton disposed (\$)*	99.72	102.78	101.52	99.82

*Includes Operational and Undistributed expenses for this activity. Capital funds are not included.

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SOLID WASTE COLLECTION DIVISION

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COMMERCIAL REFUSE COLLECTION – R2010 Campaign #4 - Environmental Stewardship

Commercial Refuse Collection provides service to commercial, retail, and food service establishments, City School District facilities, several County operated facilities, and residential properties with four or more units. Rates charged vary with the frequency and volume of collections. Commercial customers may choose either the City or other licensed, private refuse haulers to provide their refuse collection service.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Commercial accounts	2,830	2,800	2,800	2,800
WORKLOAD				
Collections per week	3,200	3,200	3,500	3,200
Refuse collected and disposed (tons)	18,160	17,800	18,800	18,800
EFFICIENCY				
Cost per ton disposed (\$)*	126.16	133.03	137.52	140.29

*Includes Operational and Undistributed expense for this activity. Capital funds are not included.

RECYCLING – R2010 Campaign #4 - Environmental Stewardship

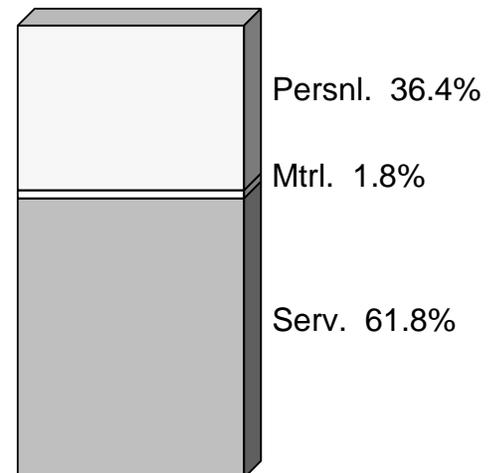
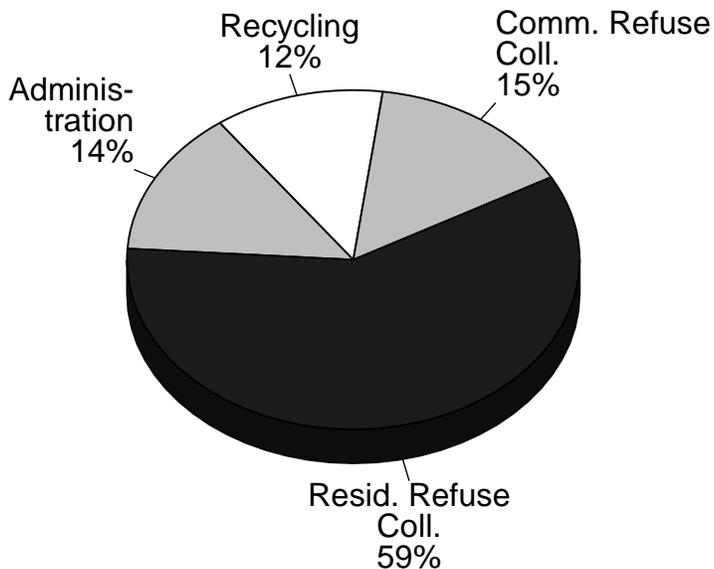
Residential and commercial customers place certain recyclable materials at curbside for collection by this unit. These materials include: newsprint, high grade paper, magazines, corrugated cardboard, glass and metal containers, plastic containers with the plastic container code 1 or 2 stamped on the bottom, “gable-top” cartons, drink boxes, empty aerosol cans, and appliances. In addition, the unit separately collects discarded tires from residential and commercial customers. The activity administers the Materials Give Back program, which returns recycled materials and products to the public at no charge.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Residential & commercial accounts	56,158	55,787	55,787	55,600
WORKLOAD				
Material collected (tons):				
● Mixed recyclables (paper & containers)	8,955	8,140	9,500	9,200
● High grade paper	688	400	530	530
● White goods (appliances)	897	1,010	800	950
● Corrugated cardboard	1,308	1,045	1,200	1,200
● Leaf compost	710	1,060	1,100	1,000
● Wood chips & firewood	2,883	3,680	2,100	2,700
● Used tires	<u>1,530</u>	<u>1,715</u>	<u>1,150</u>	<u>1,400</u>
Material collected and recycled (tons)	16,971	17,050	16,380	16,980
Stone chips in “Give Back” program (tons)*	<u>1,577</u>	<u>2,100</u>	<u>1,200</u>	<u>500</u>
Total material recycled (tons)	18,548	19,150	17,580	17,480
RESULTS				
Estimated disposal expense avoided, excluding stone chips (\$)	848,550	852,500	819,000	849,000

*Stone chips collected as part of street maintenance activities are returned to the public through the Materials Give Back program that is administered by the Recycling activity.

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SOLID WASTE COLLECTION DIVISION
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	5,066,233	5,180,500	5,270,200	5,278,900
Materials & Supplies	233,470	231,900	233,400	256,900
Services	8,807,844	9,340,700	9,697,100	8,977,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	14,107,547	14,753,100	15,200,700	14,513,700
Appropriation by Activity				
Administration	2,059,667	2,365,700	2,451,200	2,035,500
Residential Refuse Collection	8,477,852	8,811,000	8,924,500	8,677,900
Commercial Refuse Collection	1,886,621	1,966,200	2,113,700	2,121,300
Recycling	<u>1,683,407</u>	<u>1,610,200</u>	<u>1,711,300</u>	<u>1,679,000</u>
Total	14,107,547	14,753,100	15,200,700	14,513,700
Employee Years by Activity				
Administration	12.5	12.6	12.0	12.0
Residential Refuse Collection	67.0	63.4	64.8	64.0
Commercial Refuse Collection	23.4	21.5	22.5	23.1
Recycling	<u>34.0</u>	<u>31.7</u>	<u>32.8</u>	<u>32.8</u>
Total	136.9	129.2	132.1	131.9



DEPARTMENT OF ENVIRONMENTAL SERVICES
 OPERATIONS – SOLID WASTE COLLECTION DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Residential Refuse Collection	Commercial Refuse Collection	Recycling
Br.	Title	Budget 2001-02	Approved 2002-03				
29	Refuse Operations Manager	1	1	1			
25	Operations Superintendent	1	1	1			
23	Asst. Operations Superintendent	4	4		3		1
23	Commercial Accounts Rep.	1	1			1	
18	Municipal Assistant	2	2	1			1
16	Fleet Maintenance Technician	1	1	1			
9	Clerk II	3	3	3			
69	Environmental Services Operator I	103	102		54	20	28
69	Envir. Services Operator I - 6 Day	1	1		1		
65	Sr. Maintenance Mechanic/Welder	1	1	1			
64	Dispatcher	1.5	1.5	1.5			
59	Heavy Equipment Aide	2	2	2			
EMPLOYEE YEARS							
	Full Time	121.5	120.5	11.5	58.0	21.0	30.0
	Overtime	12.5	12.7	0.7	6.9	1.8	3.3
	Part Time, Temporary, Seasonal	0.0	0.6	0.0	0.0	0.6	0.0
	Less: Vacancy Allowance	1.9	1.9	0.2	0.9	0.3	0.5
	Total	132.1	131.9	12.0	64.0	23.1	32.8

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SPECIAL SERVICES DIVISION**

The Special Services Division provides essential cleaning and maintenance services. Throughout the year, the Division maintains vacant lots, sweeps residential and arterial streets, performs emergency cleanups, removes graffiti, and prepares and restores public areas for civic events. This unit is responsible for curbside loose leaf collection in the Fall. In the Winter months, Special Services provides snow and ice control.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	9,847,100	10,351,900	504,800
Employee Years	122.4	123.3	0.9

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
5,800	30,600	-65,200	3,000	100	530,500	504,800

Major Change

The in-lieu of depreciation expense increases in the Local Works Fund	372,600
Disposal fees increase primarily due to Neighborhood Empowerment Team (NET) work orders that increase tonnage	64,000
Unit prices escalation is assumed for sodium chloride purchases in the Salting activity	49,100
The allocation for snow plowing contracts increases per estimated escalation adjustments	33,300
A portion of the staff from the Street Maintenance Chip Seal reduction transfers to the Lots & Yards Cleaning and Work Orders & Civic Events activities	25,900
Seasonal clerical support is eliminated as a result of technological improvements	-14,400

ADMINISTRATION

Administration supervises field operations, and plans and coordinates the Division's annual work plan.

SERVICE TRUCK – R2010 Campaign #9 - Healthy Urban Neighborhoods

The Service Truck performs emergency cleanup work. The unit removes debris resulting from automobile accidents, removes dead animals, and clears fallen tree branches from the public right-of-way. It places barricades at emergency scenes and severe potholes, and provides miscellaneous services as required.

DISPATCH

Dispatch monitors the location and activity of field personnel via two-way radio. During snow removal operations the unit oversees the contracted sidewalk and roadway snow plowing operations.

CENTER CITY CLEANING – R2010 Campaign #10 - Center City

This activity sweeps and flushes 40 curb miles of streets, cleans sidewalks, and removes litter from areas within the Inner Loop every morning during the Spring, Summer, and Fall. Additional sweeping and litter collection is done during the day.

LOTS & YARDS CLEANING – R2010 Campaign #9 - Healthy Urban Neighborhoods

This activity maintains vacant lots, yards belonging to vacant City-owned buildings, grounds of certain municipal facilities, alleys, and underpasses. Most of the work is performed by City crews; the remainder is done by community groups participating in the Adopt-A-Lot and Adopt-A-Block programs.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Units requiring maintenance:				
• City-owned vacant properties (lots and lots with structures)	2,155	2,400	2,455	2,750
• Alleys	81	81	81	81
• Underpasses	42	42	42	42
WORKLOAD				
Properties maintained by:				
• City crews	1,693	1,825	1,880	2,175
• Community groups	<u>462</u>	<u>575</u>	<u>575</u>	<u>575</u>
Total lots maintained	2,155	2,400	2,455	2,750
Cuttings/cleanings conducted by City crews				
Alley cleanings	430	600	450	500
Underpass cleanings	368	300	300	300

RESIDENTIAL AND ARTERIAL SWEEPING – R2010 Campaign #4 - Environmental Stewardship

This activity sweeps and flushes residential streets every other week and arterial streets twice a week in season.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Curb miles:				
• Residential streets	781	781	781	781
• Arterial streets	277	277	277	277
WORKLOAD				
Curb miles swept per day:				
• Residential streets	76.2	82.0	76.8	125.0
• Arterial streets	121.6	133.3	119.2	117.7
RESULTS				
Percent of residential routes completed on schedule:				
• Residential streets	87.8	84.7	88.5	80.0
• Arterial streets	87.8	89.8	86.2	85.0

WORK ORDERS & CIVIC EVENTS – R2010 Campaign #9 - Healthy Urban Neighborhoods

This activity performs services at the request of other City departments. Upon notice from the Department of Community Development and Neighborhood Empowerment Teams (NET), privately owned lots and yards are cleaned (owners are charged for these services), vacant lots are posted, and graffiti is removed from structures located on private property. At the request of Special Events, in the Department of Parks, Recreation and Human Services, litter containers, fencing, and barricades are placed and collected for festivals, parades, block parties, and other events. Cleanup services for these functions and other special cleaning services, including graffiti removal from the public right-of-way, are provided. The unit administers the Adopt-A-Block and Adopt-A-Lot programs.

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SPECIAL SERVICES DIVISION**

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Work orders received	1,330	2,000	2,000	2,000
Civic events requiring service:				
• Parades	16	16	16	16
• Other major events	95	70	65	70
• Neighborhood events	73	90	100	90
WORKLOAD				
Work orders completed	1,322	2,000	2,000	2,000
Adopt-a-Block areas monitored	25	26	28	27
Civic events serviced:				
• Parades	16	16	16	16
• Other major events	95	70	65	70
• Neighborhood events	73	90	100	90

LEAF COLLECTION – R2010 Campaign #4 - Environmental Stewardship

This activity is responsible for loose leaf collection in the Fall. During specific weeks, residents may rake loose leaves to the curb for a scheduled one-time pickup by City crews.

SNOW & ICE CONTROL – R2010 Campaign #4 - Environmental Stewardship

The Snow and Ice Control activity promotes safe vehicular and pedestrian travel during the winter. Roadways and sidewalks are plowed, and sodium chloride with deicing chemicals is spread on main and arterial road surfaces to control ice. City crews plow major and minor arterial streets. Most residential streets and sidewalk routes are plowed by private contractors whose work is inspected by this unit. City personnel augment and substitute for contracted work as required. Funds are also included for loading and hauling of snow as well as other labor intensive work to clear the right-of-way and other public areas when needed.

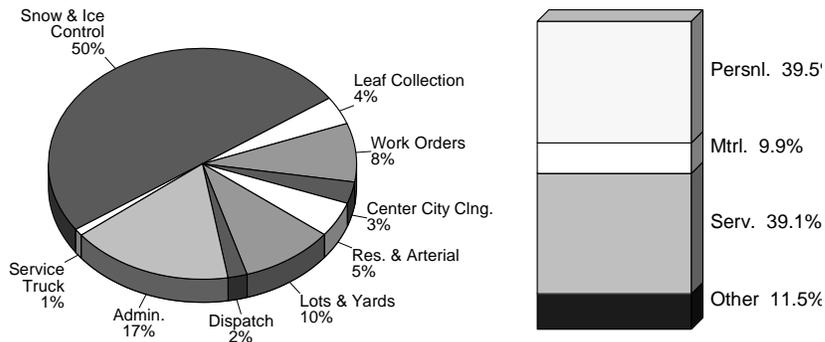
Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Snowfall (inches)	132.5	58.1	99.0	99.0
Lane miles of roadway salted	799.4	799.4	799.4	799.4
Lane miles of roadway plowed by City crews	676.4	676.4	676.4	676.4
Lane miles of roadway plowed by contractor	925.7	925.7	925.7	925.7
Miles of sidewalk plowed by contractor	880.5	880.5	880.5	880.5
WORKLOAD				
Estimated tons of sodium chloride spread	31,114	16,000	24,000	24,000
Roadway plow runs	22	10	16	16
Sidewalk plow runs	14	6	8	8

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SPECIAL SERVICES DIVISION
EXPENDITURE SUMMARY

Appropriation by Major Object	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Personnel Expenses	3,746,798	3,906,500	4,069,900	4,090,200
Materials & Supplies	924,673	632,400	947,600	1,024,700
Services	4,315,121	3,296,800	4,009,600	4,044,400
Other	<u>0</u>	<u>820,000</u>	<u>820,000</u>	<u>1,192,600</u>
Total	8,986,592	8,655,700	9,847,100	10,351,900

Appropriation by Activity	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Administration	1,597,875	1,530,900	1,565,300	1,715,500
Service Truck	61,463	87,900	94,800	101,700
Dispatch	234,355	245,500	233,400	233,200
Center City Cleaning	201,345	252,400	294,000	281,400
Lots & Yards Cleaning	712,285	963,900	977,600	1,038,200
Residential & Arterial Sweeping	514,252	594,700	594,700	545,400
Work Orders & Civic Events	708,226	719,900	807,100	793,100
Leaf Collection	485,204	547,000	493,300	460,000
Snow & Ice Control	<u>4,471,587</u>	<u>3,713,500</u>	<u>4,786,900</u>	<u>5,183,400</u>
Total	8,986,592	8,655,700	9,847,100	10,351,900

Employee Years by Activity	8.1	8.1	8.2	7.8
Administration	8.1	8.1	8.2	7.8
Service Truck	2.9	2.7	2.6	2.7
Dispatch	6.2	5.3	5.2	5.3
Center City Cleaning	8.2	8.8	8.4	8.4
Lots & Yards Cleaning	9.7	14.9	16.9	18.0
Residential & Arterial Sweeping	9.3	8.8	8.8	8.8
Work Orders & Civic Events	13.8	14.8	15.8	15.8
Leaf Collection	9.2	8.4	9.1	9.1
Snow & Ice Control	<u>45.9</u>	<u>44.1</u>	<u>47.4</u>	<u>47.4</u>
Total	113.3	115.9	122.4	123.3



**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – SPECIAL SERVICES DIVISION
PERSONNEL SUMMARY**

FULL TIME POSITIONS				Administration	Service Truck	Dispatch	Center City Cleaning	Lots & Yards Cleaning	Residential & Arterial Sweeping	Work Orders & Civic Events	Leaf Collection	Snow & Ice Control
Br.	Title	Budget 2001-02	Approved 2002-03									
29	Operations Manager	1	1	1								
25	Operations Superintendent	1	1	1								
23	Asst. Operations Superintendent	3	3					0.6	0.6	0.5	0.3	1
20	Supervising Dispatcher	1	1			1						
19	Operations Supervisor	4	4					1.1		1.1	0.4	1.4
19	Op. Supervisor, St. Maintenance	1.1	1.1									1.1
18	Municipal Assistant	1	1							1		
16	Administrative Assistant	1	1	1								
16	Fleet Maintenance Technician	1.3	1.3	1.3								
15	Senior Dispatcher	1	1			1						
11	Clerk I	1.0	1.0	1								
9	Clerk II	1	1	1								
64	Special Equipment Operator	1.1	1.1									1.1
64	Dispatcher	2.5	2.5			2.5						
62	Senior Operations Worker	23.5	24.2				1.3	3.2	6	3	2	8.7
57	Construction Supply Handler	1	1	1								
56	Grounds Equipment Operator	1	1					0.5			0.1	0.4
41	Operations Worker	32.5	34.1		1.7		5.2	4.3	2.2	4.6	2.1	14
40	Mobile Equipment Operator III	1	1							0.6	0.1	0.3
EMPLOYEE YEARS												
	Full Time	80.0	82.3	7.3	1.7	4.5	6.5	9.7	8.8	10.8	5.0	28.0
	Overtime	28.8	28.8	0.7	1.0	0.9	1.7	2.0	0.2	2.3	3.1	16.9
	Part Time, Temporary, Seasonal	15.9	14.4	0.0	0.0	0.0	0.4	6.6	0.0	3.0	1.1	3.3
	Less: Vacancy Allowance	<u>2.3</u>	<u>2.2</u>	<u>0.2</u>	<u>0.0</u>	<u>0.1</u>	<u>0.2</u>	<u>0.3</u>	<u>0.2</u>	<u>0.3</u>	<u>0.1</u>	<u>0.8</u>
	Total	122.4	123.3	7.8	2.7	5.3	8.4	18.0	8.8	15.8	9.1	47.4

The Street Maintenance Division conducts an extensive street surface treatment program and also resurfaces and repairs selected City streets. The Division restores Bureau of Water & Lighting utility cuts and repairs potholes, guardrails, and sidewalks.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,057,900	1,946,100	-111,800
Employee Years	40.4	37.0	-3.4

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-1,600	16,000	-1,000	9,300	0	-134,500	-111,800

Major Change

The Chip Seal/Overlay activity reduction is partially offset by transfers to Special Projects and Crack Seal activities -134,500

ADMINISTRATION

Administration supervises field operations and plans and coordinates the Division's annual work plan.

PATCHING – R2010 Campaign #7 - Quality Service

Patching repairs potholes and makes interim repairs and permanent restorations.

CHIP SEAL/OVERLAY – R2010 Campaign #7 - Quality Service

This activity furnishes preventive maintenance, repair, rehabilitation, and construction services for streets. Under the program, chipped stone and sealant are applied to the streets, thus restricting penetration of their surfaces by air and moisture. This lengthens their life and improves their riding surface. Other services performed by this activity are asphalt overlay application and surface milling. Because elements of the work performed by this activity have a useful life of more than one year, capital as well as operating budget resources are used for these functions.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Residential streets (000 sq. yds.)	5,500	5,500	5,500	5,500
Average annual chip seal preventive maintenance work needed (sq. yds.)	625,000	625,000	625,000	625,000
Annual asphalt overlay work needed (sq. yds.)	181,000	181,000	181,000	181,000
WORKLOAD				
Chip seal work plan performed (sq. yds.)	699,917	318,167	702,000	216,000
Asphalt overlay work plan performed (sq. yds.)	10,550	9,000	10,000	10,000

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – STREET MAINTENANCE DIVISION**

UTILITY CUTS – R2010 Campaign #7 - Quality Service

Utility Cuts backfills and patches Bureau of Water & Lighting street excavations and water main trenches. The unit also backfills and restores cuts for private contractors and repairs roadway base failures. The City is reimbursed for services rendered to private contractors.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Bureau of Water & Lighting excavations	1,026	920	920	950
Private excavations and base failures	51	40	40	40
WORKLOAD				
Bureau of Water & Lighting excavations repaired	1,026	920	920	950
Private excavations and base failures repaired	51	40	40	40

SPECIAL PROJECTS – R2010 Campaign #7 - Quality Service

Special Projects repairs roadway guardrails, bridge guardrails, and trap doors. Crews repair sidewalks, replace sidewalk flags removed by the Bureau of Water & Lighting during its work, and replace small sections of damaged curbing and concrete gutters.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Repair requests received:				
• Trap doors	0	5	5	5
• Guardrails	2	10	10	10
• Sidewalk flags	1,717	1,425	1,425	1,425
• Gutters (ft.)	210	300	400	400
WORKLOAD				
Trap doors repaired	0	5	5	5
Guardrails repaired	2	10	10	10
Sidewalk flags replaced	1,717	1,425	1,425	1,425
Gutter replaced (ft.)	210	300	400	400

CRACK SEALING – R2010 Campaign #7 - Quality Service

This activity applies fiber-reinforced sealants to cracks in arterial and collector roads. This procedure restricts water penetration of the road and reduces surface deterioration. It is a preventive maintenance technique, supplementing the Bureau's other street surface treatment programs. Capital as well as operating budget resources are used for this function.

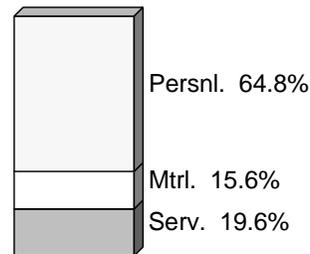
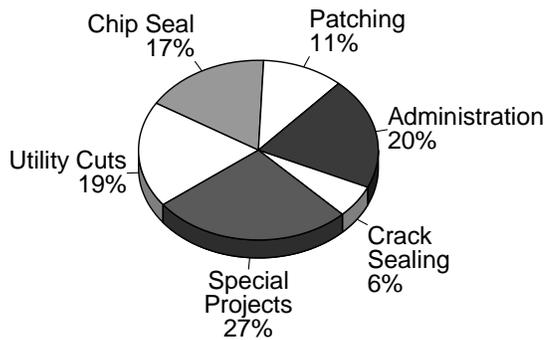
Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Arterial and collector roadway (000 sq. yds.)	3,000	3,000	3,000	3,000
Annual crack sealing program (000 sq. yds.)	1,650	1,650	1,650	1,650
WORKLOAD				
Arterial roadway crack sealed (000 sq. yds.)	1,188	1,400	1,500	900

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – STREET MAINTENANCE DIVISION
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,382,988	1,353,100	1,352,600	1,261,400
Materials & Supplies	298,036	285,300	324,700	303,400
Services	298,178	374,700	380,600	381,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,979,202	2,013,100	2,057,900	1,946,100

Appropriation by Activity				
Administration	431,808	426,800	381,700	385,400
Patching	195,329	177,900	205,400	209,000
Chip Seal/Overlay	510,930	483,500	638,000	322,700
Utility Cuts	392,439	450,800	360,600	368,200
Special Projects	412,811	392,100	418,900	552,700
Crack Sealing	<u>35,885</u>	<u>82,000</u>	<u>53,300</u>	<u>108,100</u>
Total	1,979,202	2,013,100	2,057,900	1,946,100

Employee Years by Activity				
Administration	7.4	7.2	7.0	7.0
Patching	3.6	3.8	3.4	3.4
Chip Seal/Overlay	13.3	11.6	12.5	4.9
Utility Cuts	8.5	8.2	8.2	8.4
Special Projects	7.7	8.2	7.8	10.4
Crack Sealing	<u>1.7</u>	<u>1.6</u>	<u>1.5</u>	<u>2.9</u>
Total	42.2	40.6	40.4	37.0



DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – STREET MAINTENANCE DIVISION
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Patching	Chip Seal/ Overlay	Utility Cuts	Special Projects	Crack Sealing
Br.	Title	Budget 2001-02	Approved 2002-03						
29	Street Maintenance Manager	1	1	1					
23	Asst. Operations Supt./St. Maint.	1	1	1					
19	Op. Supervisor, St. Maintenance	1.9	1.9		0.7	0.2	0.6	0.4	
18	Principal Engineering Technician	1	1	1					
16	Fleet Maintenance Technician	0.7	0.7	0.7					
16	Sign Maker	1	1	1					
12	Assistant Sign Maker	1	1	1					
9	Clerk II	1	1	1					
65	Sr. Maintenance Mechanic Mason	1	1			0.4		0.6	
65	Sr. Maintenance Mechanic Welder	1	1					1	
64	Special Equipment Operator	2.9	2.9			0.7		1.8	0.4
62	Senior Operations Worker	5.5	4.8		0.4	0.5	2.7	1.2	
57	Asphalt Raker	2	2		1.3	0.3		0.4	
57	Construction Supply Handler	1	1					1	
41	Operations Worker	13.5	11.9		1	2.2	4.5	1.9	2.3
EMPLOYEE YEARS									
	Full Time	35.5	33.2	6.7	3.4	4.3	7.8	8.3	2.7
	Overtime	4.2	3.4	0.6	0.2	0.3	0.9	1.2	0.2
	Part Time, Temporary, Seasonal	2.5	1.9	0	0	0.5	0	1.3	0.1
	Less: Vacancy Allowance	<u>1.8</u>	<u>1.5</u>	<u>0.3</u>	<u>0.2</u>	<u>0.2</u>	<u>0.3</u>	<u>0.4</u>	<u>0.1</u>
	Total	40.4	37.0	7.0	3.4	4.9	8.4	10.4	2.9

Building Services maintains and repairs City-owned buildings. Functions include custodial, building repair and renovation, and heating, ventilating, and air conditioning services. Work is performed by a combination of City personnel and private contractors.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	5,287,200	5,217,100	-70,100
Employee Years	75.2	76.2	1.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-11,400	32,600	424,000	0	0	-515,300	-70,100

Major Change

Installation of the new telephone system decreases expense	-568,900
A Building Supervisor position and related expenses are added to maintain the new Public Safety Building	43,600
Rochester Science Park maintenance contract transfers from the Architecture and Engineering Bureau	10,000

ADMINISTRATION

Administration coordinates and implements the Division's annual work plan. The activity also works in conjunction with the Commissioner's Office of Customer Satisfaction to manage the City's telephone system.

Program Change

A new telephone system is installed resulting in new indicators.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Telephone System:				
• Digital telephones on PBX	N/A	N/A	N/A	2,219
• Analog devices on PBX (phones, faxes, modems)	N/A	N/A	N/A	310
Telephone Usage				
• Local calling (minutes)	N/A	N/A	N/A	6,840,000
• Long Distance calling (minutes)	N/A	N/A	N/A	400,000
WORKLOAD				
Bills verified	36	36	36	24
Work orders prepared	585	390	550	200

N/A - Not Applicable

**DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION**

Telephone Chargebacks

<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>
CITY COUNCIL & CLERK	20,500	12,300	ENVIRONMENTAL SERVICES		
ADMINISTRATION			Commissioner	43,100	25,500
Mayor's Office	51,000	30,600	Architecture & Engineering	34,800	20,900
NET	75,800	45,500	Operations	68,300	40,900
Budget	8,700	5,200	Water & Lighting	60,200	36,600
Human Resource Mgmt.	31,100	18,700	Equipment Services	<u>23,000</u>	<u>13,800</u>
Communications	13,700	8,200	TOTAL:	229,400	137,700
Law	<u>19,900</u>	<u>11,900</u>	EMERGENCY COMMUNICATIONS		
TOTAL:	200,200	120,100		7,500	4,500
FINANCE			POLICE	299,300	179,600
Director's Office	6,200	3,700	FIRE	72,000	43,200
Accounting	17,400	10,400	LIBRARY	31,200	18,700
Treasury	15,500	9,300	PARKS, RECREATION AND HUMAN SERVICES		
Assessment	18,600	11,200	Commissioner	15,500	9,300
Parking & Municipal			Parks & Recreation	62,600	37,700
Violations	11,800	7,100	Special Services	8,100	4,900
Purchasing	14,900	8,900	Human Services	<u>29,200</u>	<u>17,600</u>
Information Systems	<u>45,300</u>	<u>27,200</u>	TOTAL:	115,400	69,500
TOTAL:	129,700	77,800	CITY TOTAL	1,218,900	731,500
COMMUNITY DEVELOPMENT			Interfund	125,000	75,400
Commissioner	7,600	4,500	Intrafund	1,093,900	656,100
Neighborhood Initiatives	3,600	2,200	CITY TOTAL	1,218,900	731,500
Buildings and Zoning	35,400	21,200			
Housing & Project					
Development	26,700	16,000			
Planning	<u>13,700</u>	<u>8,200</u>			
TOTAL:	87,000	52,100			
ECONOMIC DEVELOPMENT					
Administration	20,500	12,300			
Municipal Parking	<u>6,200</u>	<u>3,700</u>			
TOTAL:	26,700	16,000			

CONSTRUCTION & REPAIR – R2010 Campaign #7 - Quality Service

Construction and Repair makes routine repairs and alterations to City-owned buildings. The unit performs carpentry, masonry, electrical, and minor plumbing repairs. Major building repair projects and maintenance of specialized building systems are performed by contractors whose work is inspected by this unit. Emergency service is provided to properties acquired through tax foreclosures.

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION

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Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
City building inventory	191	190	191	190
Buildings maintained (excludes foreclosed properties)	183	182	182	185
Maintenance work requests received	5,131	5,000	5,000	5,400
Specialized building systems maintained:				
● Overhead doors	201	201	201	214
● Air curtains	12	12	12	12
● Emergency generators			9	
● Elevators and escalators	17	22	17	22
● Fire alarm and detection systems	18	20	18	20
● Fire suppression systems	11	12	11	12
● Intrusion alarms	44	47	44	47
WORKLOAD				
Maintenance work requests completed:				
● Carpentry	1,007	750	1,000	750
● Electrical	694	690	740	670
● Masonry	25	22	50	40
● Painting	34	30	50	30
● Plumbing	475	575	600	540
● Overhead doors	120	100	150	125
● Roofing	34	52	25	50
● Office relocations	8	8	8	8
● Remodeling projects	4	4	4	4
● Miscellaneous	481	450	470	420
● Board-ups	2,141	2,100	2,150	2,150
● Material moves	<u>232</u>	<u>192</u>	<u>270</u>	<u>240</u>
Total	5,255	4,973	5,517	5,027

BUILDING OPERATIONS – R2010 Campaign #7 - Quality Service

This activity provides custodial and maintenance service at various City facilities. Services include cleaning, extermination, and snow and ice removal.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Buildings requiring custodial service	29	31	28	31
Building area (sq. ft.)	582,538	601,738	580,838	601,738

DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION

HEATING, VENTILATING & AIR CONDITIONING – R2010 Campaign #7 - Quality Service

This activity installs, operates, maintains, and repairs heating, ventilating, and air conditioning systems in City buildings. Buildings served are City Hall, the Public Safety Building, the Emergency Communications Center, the Animal Control Center, the Center at High Falls, firehouses, police stations, libraries, recreation centers, the Department of Environmental Services' Operations Center, and the water filtration plant at Hemlock Lake. The activity carries out the City's energy conservation program by monitoring energy consumption and by recommending and accomplishing improvements that reduce consumption.

Performance Indicators	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Buildings maintained	129	130	129	130
Maintenance work requests received	892	1,020	875	1,050
Heating systems	126	127	126	127
Central air conditioning systems	56	57	56	57
WORKLOAD				
Maintenance work requests completed	821	800	830	820
EFFICIENCY				
Percent of work requests completed	92	78	95	78

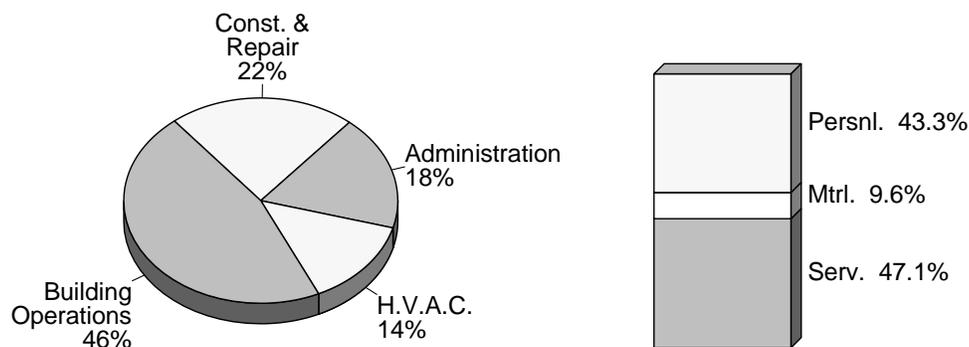
DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION
EXPENDITURE SUMMARY

	Actual 2000-01	Estimated 2001-02	Amended 2001-02	Approved 2002-03
Appropriation by Major Object				
Personnel Expenses	2,384,595	2,454,900	2,521,300	2,545,100
Materials & Supplies	465,325	537,100	541,600	560,100
Services	2,993,957	2,929,900	3,318,200	2,768,000
Other	0	0	0	0
Total	5,843,877	5,921,900	6,381,100	5,873,200
Less: Intrafund Credit*	1,033,411	1,093,900	1,093,900	656,100
Total	4,810,466	4,828,000	5,287,200	5,217,100

Appropriation by Activity				
Administration	1,508,922	1,462,600	1,602,700	1,029,800
Construction & Repair	1,111,345	1,223,500	1,265,100	1,263,400
Building Operations	2,412,226	2,414,400	2,704,600	2,756,300
Heating, Ventilating, Air Conditioning	811,384	821,400	808,700	823,700
Total	5,843,877	5,921,900	6,381,100	5,873,200
Less: Intrafund Credit*	1,033,411	1,093,900	1,093,900	656,100
Total	4,810,466	4,828,000	5,287,200	5,217,100

Employee Years by Activity				
Administration	5.8	5.9	5.9	5.9
Construction & Repair	23.5	21.7	22.8	22.8
Building Operations	32.6	31.4	33	34.1
Heating, Ventilating, Air Conditioning	13.9	13.3	13.5	13.4
Total	75.8	72.3	75.2	76.2

*Reflects chargeback for telephone service



DEPARTMENT OF ENVIRONMENTAL SERVICES
OPERATIONS – BUILDING SERVICES DIVISION
PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Construction & Repair	Building Operations	Heating, Vent. & Air Conditioning
Br.	Title	Budget 2001-02	Approved 2002-03				
29	Manager of Building Services	1	1	1			
25	Superintendent HVAC	1	1				1
24	Senior Administrative Analyst	1	1	1			
23	Superintendent Building Operations	1	1			1	
21	Supervisor Carpentry Trades	1	1		1		
21	Supervisor of Electrical Trades	1	1		1		
21	Supervisor Structures & Equipment	1	1		1		
18	Building Supervisor	0	1			1	
18	Senior Supervising Stock Clerk	1	1	1			
11	Secretary	2	2	2			
6	Stock Clerk 80 Hours	1	1	1			
1	Cleaner	11	11			11	
65	Sr. Maintenance Mechanic/Mason	1	1		1		
65	Sr. Maintenance Mechanic/Electrical	2	2		2		
65	Sr. Maintenance Mechanic/Carpentry	5	5		5		
65	Sr. Maintenance Mechanic/Pipefitter	1	1		1		
65	Sr. Maintenance Mechanic Buildings	1	1			1	
62	Senior Maintenance Mechanic	4	4		4		
60	Maintenance Mechanic	7	7		6	1	
57	Maintenance Worker	4	4			4	
52	Building Maintenance Helper	6	6			6	
150	Assistant HVAC Engineer	7	7				7
151	HVAC Engineer	3	3				3
152	Lead HVAC Engineer	2	2				2
EMPLOYEE YEARS							
Full Time		65.0	66.0	6.0	22.0	25.0	13.0
Overtime		2.9	2.9	0.1	1.5	0.8	0.5
Part Time, Temporary, Seasonal		9.9	9.9	0.0	0.2	9.3	0.4
Less: Vacancy Allowance		2.6	2.6	0.2	0.9	1.0	0.5
Total		75.2	76.2	5.9	22.8	34.1	13.4

The Bureau of Water & Lighting is comprised of seven operating units: the Director's Office, Water Engineering, Water Production and Treatment, Water Supply and Maintenance, Water Distribution, Street Lighting, and Parking Meter Operations. The Director's Office is responsible for Bureau administration and the procurement and maintenance of equipment and supplies. The Water Engineering Division implements the Bureau's capital improvement program. Water Production and Treatment manages, operates, and maintains the Hemlock Water Filtration Plant, the City's reservoirs and the Holly Pump Station, and monitors water quality. The Water Supply and Maintenance Division maintains the Upland conduit system and reservoir structures. Water Distribution operates and maintains the water distribution system, including water mains, valves, hydrants, and connections. The Street Lighting Division oversees the City's street lighting system. Expenditures that cannot be directly attributed to one of the operating units are found in the Water Fixed Charges section. Parking Meter Operations maintains the City's parking meters and performs meter revenue collection.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Complete design of Highland Reservoir structural repairs	#7 - Quality Service	First Quarter
Begin city-wide hydrant lock program	#7 - Quality Service	First Quarter
Complete cathodic protection pilot	#7 - Quality Service	Second Quarter
Complete construction of Highland Reservoir structural repairs	#7 - Quality Service	Third Quarter
Begin design phase of conduit replacement	#7 - Quality Service	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	24,422,000	23,308,300	-1,113,700
Employee Years	156.3	154.7	-1.6

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
46,800	54,200	-215,400	1,100	-2,400	-998,000	-1,113,700

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF WATER & LIGHTING

Major Change

A one-time budget amendment increasing the allocation for purchases of water from Monroe County Water Authority is not repeated	-1,209,800
The purchase of water allocation escalates based on estimates of reduced City production and increasing MCWA purchases	441,200
Street lighting energy expense is reduced based on projection	-300,000
Pole base adjustments and other street lighting repairs expense increases	65,000
Utilities allocation increases for cathodic protection program implementation	50,000
A programmer analyst position is added to support expanding technological needs	47,400
A vacant full time trainee position and a part time intern position are eliminated due to fiscal constraints	-35,000
Staffing changes in the Engineering Division result in the elimination of a position	-31,000
The allocation for Upland property taxes is reduced based on projected expense	-21,300
Training funds for street lighting design software does not recur	-15,000
A full time messenger position is reduced to part time based on projected need	-14,000
Expense increases for security network connections	13,000
Educational supplies, training, and equipment repair allocations increase based on projected need	11,500

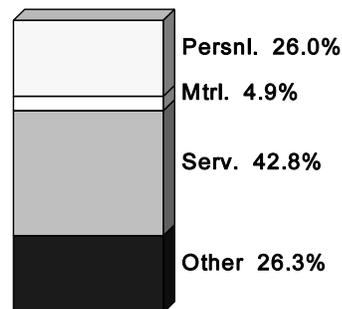
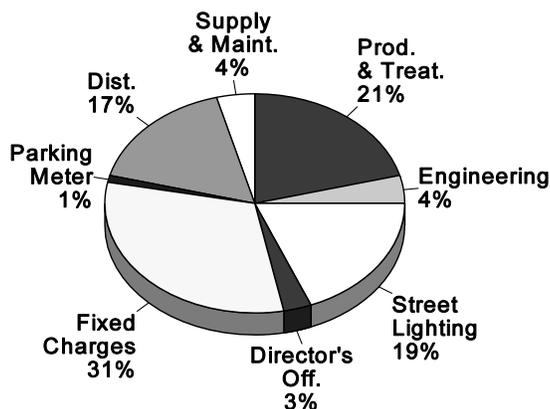
DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF WATER & LIGHTING
EXPENDITURE SUMMARY

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	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	5,886,995	5,869,800	6,049,000	6,064,400
Materials & Supplies	1,055,171	1,093,900	1,095,600	1,119,700
Services	9,780,067	11,017,200	11,138,900	9,985,700
Other	<u>6,138,500</u>	<u>6,138,500</u>	<u>6,138,500</u>	<u>6,138,500</u>
Total	22,860,733	24,119,400	24,422,000	23,308,300

Appropriation by Activity				
Director's Office	774,706	744,500	772,700	759,900
Water Engineering	856,850	862,000	933,600	919,300
Water Production & Treatment	3,824,289	5,699,700	5,601,000	4,830,300
Water Supply & Maintenance	676,363	709,500	757,700	813,400
Water Distribution	3,977,415	3,938,900	4,043,000	4,055,700
Street Lighting	4,788,444	4,466,700	4,617,800	4,378,800
Parking Meter Operations	155,466	149,300	147,400	150,000
Water Fixed Charges	<u>7,807,200</u>	<u>7,548,800</u>	<u>7,548,800</u>	<u>7,400,900</u>
Total	22,860,733	24,119,400	24,422,000	23,308,300

Employee Years by Activity				
Director's Office	10.3	9.3	9.2	9.4
Water Engineering	19.3	17.6	19.3	18.3
Water Production & Treatment	26.8	24.7	26.6	25.7
Water Supply & Maintenance	14.8	14.9	14.7	14.8
Water Distribution	80.7	74.7	75.9	76.0
Street Lighting	6.5	6.8	6.5	6.4
Parking Meter Operations	<u>4.0</u>	<u>4.0</u>	<u>4.1</u>	<u>4.1</u>
Total	162.4	152.0	156.3	154.7



DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – DIRECTOR'S OFFICE

The Director's Office manages the Bureau of Water & Lighting and provides staff support for the operating divisions. The unit also procures and maintains equipment, parts, and supplies used by the Bureau.

Year-to-Year Comparison

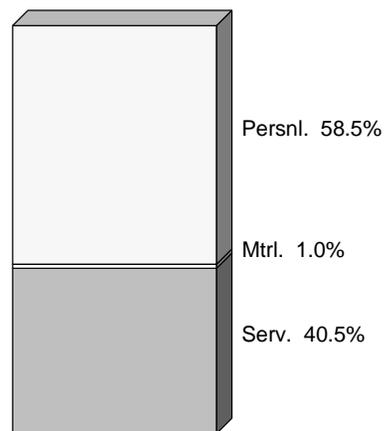
	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	772,700	759,900	-12,800
Employee Years	9.2	9.4	0.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
2,200	3,800	-20,200	1,600	-200	0	-12,800

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – DIRECTOR’S OFFICE
 EXPENDITURE SUMMARY

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	461,689	423,800	441,000	444,800
Materials & Supplies	4,722	7,000	6,000	7,000
Services	308,295	313,700	325,700	308,100
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	774,706	744,500	772,700	759,900
Appropriation by Activity				
Director's Office	774,706	744,500	772,700	759,900
Employee Years by Activity				
Director's Office	10.3	9.3	9.2	9.4



DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – DIRECTOR'S OFFICE
PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2001-02	Approved 2002-03
35	Director of Water	1	1
25	Parts & Materials Manager	1	1
24	Senior Administrative Analyst	1	1
19	Water Materials Coordinator	0	1
16	Administrative Assistant	1	1
11	Secretary	1	1
9	Clerk II	1	1
7	Clerk III with Typing	1	1
65	Expediter	1	1
65	Sr. Maintenance Mech./Distribution	1	0
EMPLOYEE YEARS			
	Full Time	9.0	9.0
	Overtime	0.4	0.4
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.2</u>	<u>0.0</u>
	Total	9.2	9.4

The Water Engineering Division implements Water & Lighting's capital program through design, plan review, and construction inspection services. It maintains and updates the official records of the location of water mains and other water facilities.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	933,600	919,300	-14,300
Employee Years	19.3	18.3	-1.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
5,800	1,000	-2,200	0	600	-19,500	-14,300

Major Change

Staffing changes result in the elimination of a position	-31,000
Educational supplies, training, and equipment repair allocations increase based on projected need	11,500

DESIGN ENGINEERING – R2010 Campaign #7 - Quality Service

Design Engineering plans water system repairs and improvements, designs water main replacement projects, and reviews water system improvements in street reconstruction projects designed by consultants. The unit tests the water system when problems such as low pressure are discovered and prepares specifications for grid repair and maintenance materials. The activity manages the backflow prevention program and reviews applications for backflow prevention device installations.

Program Change

Cathodic protection tests transfer to the Supply and Maintenance Division.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Design reviews required	390	400	400	400
Hydraulic tests required	221	236	300	300
In-house design projects value (\$000)	3,348	4,290	3,000	4,000
Backflow prevention reviews required	32	38	45	45
Cathodic protection tests required	45	40	180	N/A
Backflow prevention devices	1,965	2,040	2,050	2,115
WORKLOAD				
Design reviews completed	390	410	400	400
Hydraulic tests performed	221	236	300	300
Backflow prevention reviews completed	32	38	45	45
Cathodic protection tests performed	45	40	180	N/A
Inspections of backflow prevention devices	300	275	275	275
Installation of backflow prevention devices	70	75	75	75

N/A - Not Applicable

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – ENGINEERING DIVISION**

FIELD ENGINEERING – R2010 Campaign #7 - Quality Service

Field Engineering inspects water construction projects designed by the Bureau of Water & Lighting and by consultants to ensure that contractors are complying with contract specifications and Health Department requirements, and to monitor construction progress. The unit acts as liaison among customers, contractors, and utilities to resolve construction-interrupted service, low water pressure, dirty water, and hazardous construction conditions. It measures and records locations of newly installed, repaired, relocated, or abandoned water facilities.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
In-house construction project value (\$000)	1,900	2,100	3,500	3,000
WORKLOAD				
Mains cleaned and lined (ft.)	14,637	25,000	25,000	25,000
Mains installed (ft.)	24,129	25,000	33,000	31,000
Hydrants measured	143	150	175	175
Services measured	36	15	15	15

MAPS & RECORDS – R2010 Campaign #7 - Quality Service

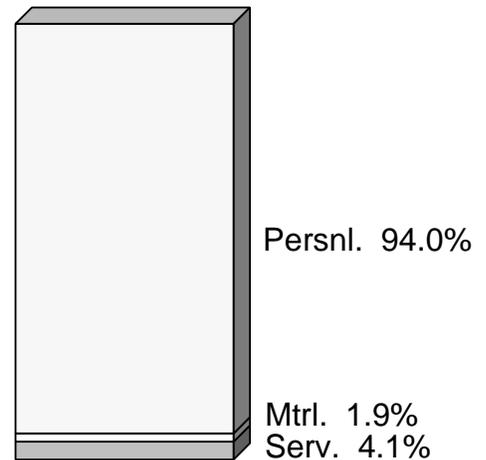
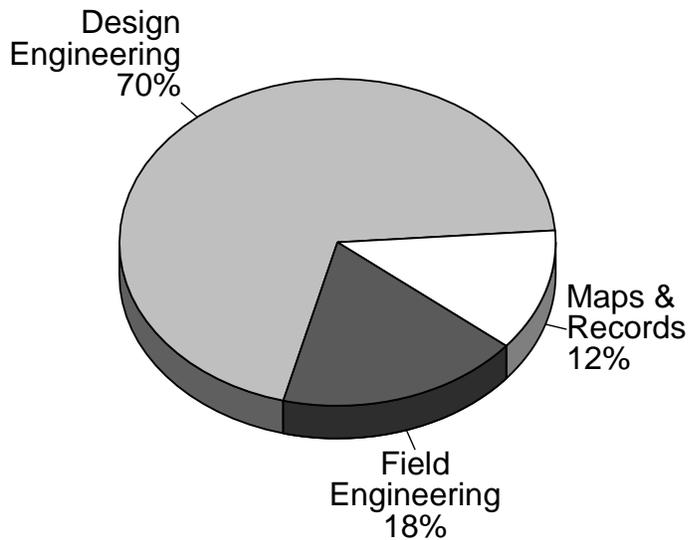
Maps and Records prepares and maintains official City water maps and supplies information about water main and service locations to Water Distribution personnel, contractors, and citizens. It also issues water service and hydrant permits. The unit maintains various records, including those for water consumption, lake and reservoir levels, water discharge, reservoir storage, and precipitation records. It grants Bureau of Water & Lighting approval for street abandonments and property subdivisions.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Requests for information (est.)	8,000	8,000	8,000	8,000
Hydrant permits requested	39	25	40	40
Service applications requested	88	68	75	75
Research projects requested	38	35	40	40
WORKLOAD				
Information requests completed	8,000	8,000	8,000	8,000
Hydrant permits issued	39	25	40	40
Service permits issued	88	68	75	75
Research projects completed	38	35	40	40

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – ENGINEERING DIVISION
 EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	822,297	802,500	889,300	864,200
Materials & Supplies	9,536	15,300	12,400	17,500
Services	25,017	44,200	31,900	37,600
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	856,850	862,000	933,600	919,300
Appropriation by Activity				
Design Engineering	596,114	598,700	693,700	640,400
Field Engineering	163,902	171,400	168,700	168,900
Maps and Records	<u>96,834</u>	<u>91,900</u>	<u>71,200</u>	<u>110,000</u>
Total	856,850	862,000	933,600	919,300
Employee Years by Activity				
Design Engineering	12.4	11.3	13.2	11.2
Field Engineering	3.9	4.1	4.0	4.0
Maps and Records	<u>3.0</u>	<u>2.2</u>	<u>2.1</u>	<u>3.1</u>
Total	19.3	17.6	19.3	18.3



DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – ENGINEERING DIVISION
PERSONNEL SUMMARY

FULL TIME POSITIONS				Design Engineering	Field Engineering	Maps & Records
Br.	Title	Budget 2001-02	Approved 2002-03			
32	Managing Engineer Water Design	1	1	1		
29	Senior Engineer Water Design	2	2	2		
24	Engineer	1	1	1		
24	Engineer II/Water	2	2	2		
21	Backflow Prevention Inspector	1	1	1		
21	Supervising Engineering Tech.	1	1	1		
18	Principal Engineering Technician	6	6	2	3	1
17	Water Research Assistant	1	0	0		
16	Administrative Assistant	0	1			1
12	Engineering Technician	2	2	1		1
11	Clerk I	1	0	0		
EMPLOYEE YEARS						
	Full Time	18.0	17.0	11.0	3.0	3.0
	Overtime	1.4	1.4	0.1	1.1	0.2
	Part Time, Temporary, Seasonal	0.3	0.3	0.3	0.0	0.0
	Less: Vacancy Allowance	<u>0.4</u>	<u>0.4</u>	<u>0.2</u>	<u>0.1</u>	<u>0.1</u>
	Total	19.3	18.3	11.2	4.0	3.1

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION

Water Production and Treatment manages, operates, and maintains chemical treatment facilities, the City's three reservoirs, and the Holly Pump Station. This division also monitors water quality and flow throughout the supply system and manages the watershed. Expenditures for property tax payments and payments in-lieu-of taxes on upland properties and the purchase of water from the Monroe County Water Authority (MCWA) are shown in this division to reflect the total cost of producing water to meet City demand.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	5,601,000	4,830,300	-770,700
Employee Years	26.6	25.7	-0.9

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-3,900	10,800	-4,200	0	5,100	-778,500	-770,700

Major Change

A one-time budget amendment increasing the allocation for purchases of water from Monroe County Water Authority is not repeated	-1,209,800
The purchase of water allocation escalates based on estimates of reduced City production and increasing purchases from MCWA	441,200
A programmer analyst position is added to support expanding technological needs	47,400
A vacant full time trainee position and a part time intern position are eliminated due to budget constraints	-35,000
The allocation for Upland property taxes is reduced based on projected expense	-21,300
A full time messenger position is reduced to part time based on projected need	-14,000
Expense increases for security network connections	13,000

WATER PRODUCTION & TREATMENT – R2010 Campaign #7 - Quality Service

Water Production and Treatment operates treatment facilities at the Hemlock water filtration plant and Cobbs Hill, Rush, and Highland Reservoirs. The unit also monitors and investigates water quality and has responsibility for watershed management.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Filtration plant production (mgd)*	38.6	28.0	37.0	34.0
Watershed acreage	9,994	9,994	9,994	9,994
Pumps, valves, and gates	125	127	125	127

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
WORKLOAD				
Analytical tests performed	44,700	43,000	45,000	41,500
Pumps, valves and gates maintained	125	127	125	127
Filter backwashes required	2,710	1,850	2,600	2,600
Tons of chemicals applied, (includes chemicals applied at reservoirs)	2,280	1,750	2,300	2,300
KW hr/day electricity used (at Water Filtration Plant only)**	9,031	8,300	8,700	8,800

*mgd - millions of gallons per day

**KW - kilowatts

TAXES TO OTHER GOVERNMENTS

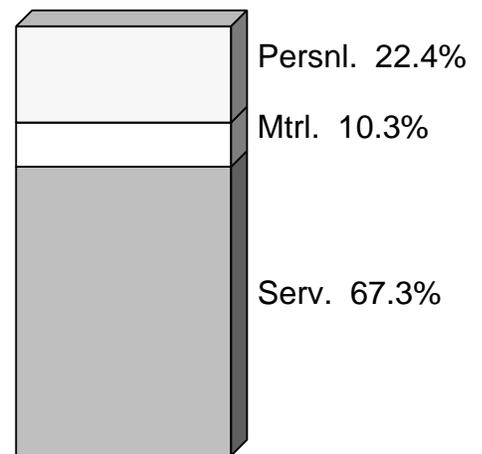
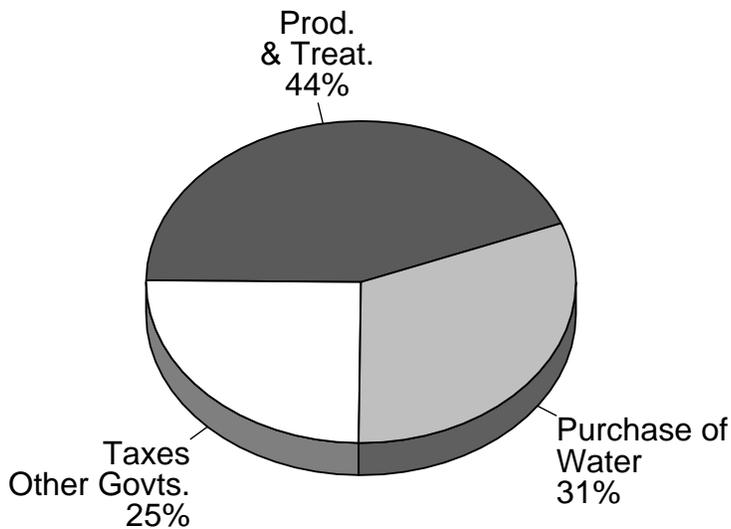
The City pays taxes and payments in lieu of taxes to various municipalities and school districts for land owned in the Upland watershed area and along the conduit route. The budgeted amount reflects an estimate of the City's tax liability in each municipality or school district.

PURCHASE OF WATER

In order to minimize operating costs, the City and the Monroe County Water Authority (MCWA) have an agreement whereby each agency purchases water from the other at advantageous points in the distribution system. Currently, the City sells more water to MCWA than it buys from MCWA; the amount budgeted in this account represents the gross purchases by the City. The purchase of water from MCWA is offset by revenues from the sales of water to MCWA.

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION
 EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,035,252	1,033,300	1,085,400	1,079,900
Materials & Supplies	489,951	479,200	491,100	498,000
Services	2,299,086	4,187,200	4,024,500	3,252,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	3,824,289	5,699,700	5,601,000	4,830,300
Appropriation by Activity				
Water Production & Treatment	2,024,300	2,254,200	2,102,200	2,121,400
Taxes to Other Governments	1,223,457	1,242,500	1,242,500	1,221,200
Purchase of Water	<u>576,532</u>	<u>2,203,000</u>	<u>2,256,300</u>	<u>1,487,700</u>
Total	3,824,289	5,699,700	5,601,000	4,830,300
Employee Years by Activity				
Water Production & Treatment	26.8	24.7	26.6	25.7



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – WATER PRODUCTION & TREATMENT DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2001-02	Approved 2002-03
32	Manager of Water Production	1	1
26	Chief of Water Quality Operations	1	1
25	Programmer Analyst	0	1
25	Supt. of Water Plant Maintenance	1	1
23	Watershed Conservationist	1	1
21	Water Treatment Supervisor	2	1
20	Master Electrician	1	1
20	Water Instrumentation Technician	1	1
20	Water Plant Mechanic	1	1
18	Senior Water Plant Operator	0	1
17	Water Quality Lab Technician	1	1
16	Water Plant Operator	7	6
15	Sr.Maint.Mech./Water Treatment	2	2
11	Secretary	1	1
6	Interdepartmental Messenger	1	0
61	Maint. Mechanic/Water Treatment	4	4
EMPLOYEE YEARS			
	Full Time	25.0	24.0
	Overtime	1.5	1.5
	Part Time, Temporary, Seasonal	0.6	0.7
	Less: Vacancy Allowance	<u>0.5</u>	<u>0.5</u>
	Total	26.6	25.7

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION

This Division maintains the Upland conduit system that supplies water to the City of Rochester, and portions of Monroe, Ontario and Livingston counties. It also maintains the watershed properties and reservoir structures and grounds. This Division supports the conduit modernization program, the Cathodic Protection Pilot project, through excavation, installation, testing, and training activities.

Program Change

Cathodic protection tests transfer from the Engineering Division.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	757,700	813,400	55,700
Employee Years	14.7	14.8	0.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
15,600	4,700	-7,700	0	-6,900	50,000	55,700

Major Change

Utilities allocation increases for cathodic protection program implementation 50,000

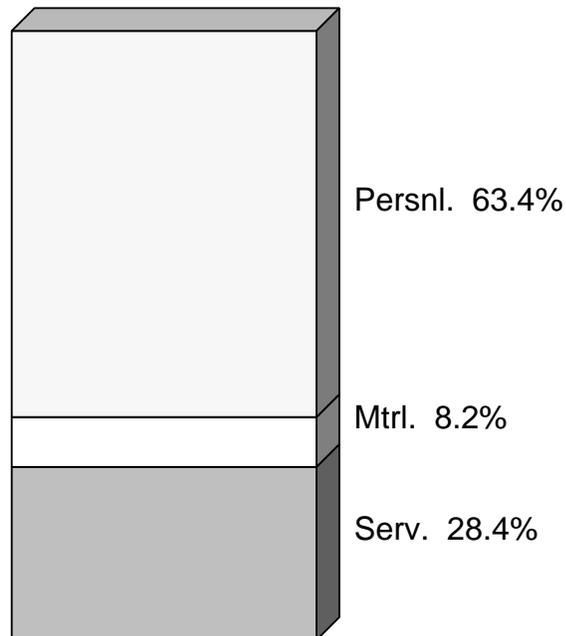
Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Watershed acreage	9,994	9,994	9,994	9,994
Property line (miles)	75	75	75	75
Right of way (miles)	23	23	23	23
Miles of road maintained	16	16	16	16
Conduit and gatehouse valves	445	445	445	445
Miles of conduit	78	78	78	78
Vaults	245	245	245	245
Air release valves	240	240	240	240
Cathodic test stations	N/A	N/A	N/A	110
WORKLOAD				
Valves repaired	18	15	15	15
Valves operated manually	104	50	50	50
Air valves replaced	12	12	12	12
Conduit main leak repairs	13	12	12	12
Right of way mowed (miles)	18.60	18	18	18
Road maintenance (miles)	7.20	7	7	7
Forest stand improvement (acres)	203	120	120	90
Conduit modernization program				
Air valve flushings	N/A	N/A	N/A	40.0
Main gate exercises	N/A	N/A	N/A	50.0
Blow off inspections	N/A	N/A	N/A	20.0
Cathodic station tests	N/A	N/A	N/A	55.0

N/A - Not Applicable

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION
 EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	491,136	502,700	500,500	516,100
Materials & Supplies	56,386	71,000	70,200	66,000
Services	128,841	135,800	187,000	231,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	676,363	709,500	757,700	813,400
Appropriation by Activity				
Water Supply & Maintenance	676,363	709,500	757,700	813,400
Employee Years by Activity				
Water Supply & Maintenance	14.8	14.9	14.7	14.8



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – SUPPLY & MAINTENANCE DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2001-02	Approved 2002-03
23	Asst. Superintendent Water Dist.	1	1
9	Clerk II	1	1
65	Expediter	1	1
65	Sr. Maint. Mechanic/Water Supply	4	4
63	Water Supply Maint.Worker/Constr.	6	6
EMPLOYEE YEARS			
	Full Time	13.0	13.0
	Overtime	2.0	2.1
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.3</u>	<u>0.3</u>
	Total	14.7	14.8

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER DISTRIBUTION DIVISION**

The Division operates and maintains the water distribution system, including water mains, valves, hydrants, and connections.

Year-to-Year Comparison

	<u>2000-01</u>	<u>2001-02</u>	<u>Change</u>
Budget	4,043,000	4,055,700	12,700
Employee Years	75.9	76.0	0.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
19,000	25,000	-32,000	3,400	-2,700	0	12,700

ADMINISTRATION

Administration manages the Water Distribution Division.

DISPATCH – R2010 Campaign #7 - Quality Service

The unit dispatches customer service calls to Water Distribution field personnel. The activity keeps records of valve, hydrant, and water main locations, and records the location of all maintenance performed on the water system. The unit receives customer service inquiries for the Office of Customer Satisfaction when their office is not staffed and provides routine evening and weekend communication capability for the Department during the summer months.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Complaints received:				
● Water related	3,616	4,000	3,600	3,700
● Other	1,949	1,640	1,700	1,700
Customer service calls received for the Office of Customer Satisfaction	1,932	1,800	1,900	1,900
Stakeouts requests received*	13,940	14,100	14,000	14,000
Barricades and road plates ordered	2,832	2,500	2,100	2,600
WORKLOAD				
Complaints processed:				
● Water related	3,616	4,000	3,600	3,700
● Other	1,949	1,640	1,700	1,700
Customer service calls taken for the Office of Customer Satisfaction	1,932	1,800	1,900	2,000
Records updated	60,285	60,500	60,000	61,000
Stakeouts posted	35,870	33,500	40,000	33,500
Barricades and road plates installed	2,832	3,015	2,100	2,900

*A single stakeout request may result in multiple stakeouts performed by the Technical Support Unit.

TECHNICAL SUPPORT – R2010 Campaign #7 - Quality Service

This unit locates and identifies water mains for construction projects, investigates leaks and dirty water complaints, performs stakeouts of street lighting facilities, operates valves, and inspects and installs water service connections. The evening and weekend shifts respond to emergency water problems and investigate citizen complaints.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Investigations required	10,091	11,600	9,000	11,000
Stakeouts required	35,870	33,500	40,000	33,500
Valve operations required	3,461	3,650	3,500	3,600
WORKLOAD				
Investigations performed	10,091	11,600	9,000	11,000
Stakeouts performed	35,870	33,500	40,000	33,500
Valve operations conducted	3,461	3,650	3,500	3,600
Tap installations	75	48	60	50
Lawn and pavement inspections	2,372	2,300	2,200	2,300
Contractor inspections	572	400	400	450
Final inspections	5	5	20	10

GRID REPAIR – R2010 Campaign #7 - Quality Service

This activity maintains and repairs the water grid system, including hydrants, mains, valves, valve boxes, and curb boxes. Defective components are repaired or replaced. Grid repair personnel shut off water services at the street connection as requested and repair water service connections.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Water mains (miles)	598	598	599	598
Valves	18,021	19,148	18,735	19,150
Hydrants	7,468	7,287	7,456	7,287
Water meters in system	61,320	61,320	61,400	61,300
Fire hydrant locks	2,300	2,400	2,250	2,400

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER DISTRIBUTION DIVISION**

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
WORKLOAD				
Hydrants				
● Field repair to hydrants	1,269	1,200	1,300	1,200
● Hydrants replaced without excavation	89	70	120	100
● Complete settings replaced	196	190	200	200
● Hydrants rebuilt	4	2	25	5
● Hydrants inspected	4,325	4,425	3,600	4,000
● Hydrant locks maintained	2,300	2,400	2,250	2,400
● Hydrants painted	2,373	700	1,400	700
Water Mains				
● Water mains repaired	45	60	50	50
Valves				
● Valve boxes cleaned	139	88	125	100
● Valve boxes reset/rehabilitated	300	250	200	250
● Valves replaced	50	30	30	30
Services				
● Services repaired	115	110	120	115
● Services replaced	304	425	100	400
● Curb boxes repaired	141	100	120	100
● Curb boxes replaced	231	175	200	200
Lawn/trench restorations	872	750	600	800

METER SERVICE – R2010 Campaign #7 - Quality Service

This activity reads, repairs, and replaces residential, commercial, and industrial water meters. Personnel investigate high consumption reports, repair leaking meters, perform service turn-ons and shut-offs at residences and businesses, thaw frozen water services, and take special readings for house closings, high or low consumption reports, or upon customer request.

Performance Indicators	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Water meters in system	61,320	61,230	61,400	61,300
WORKLOAD				
Meters read per year:				
● Quarterly customers	245,280	244,920	245,600	245,200
● Monthly customers	10,895	10,930	10,900	10,900
● Special reads	8,030	8,166	8,500	8,200
High consumption investigations	124	186	150	160
Meters replaced (remote-read)	2,929	2,042	2,000	2,000
Meters replaced (industrial)	201	190	200	200
Meters repaired	194	200	400	300
Meters activated/deactivated	1,535	1,330	1,450	1,400
Meters tested	2,992	2,210	2,000	2,000
Frozen water services thawed	0	10	10	10
Service leaks investigated	8	15	15	15
Attempted reads per day/reader	356	360	360	360
Reads per day/reader	335	346	340	346

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER DISTRIBUTION DIVISION

7-65

HYDRAULIC MAINTENANCE – R2010 Campaign #7 - Quality Service
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Hydraulic Maintenance performs preventative maintenance activities to ensure proper hydraulic and hygienic properties of the water distribution system. Activities include water main flushing, leak control, water waste surveys, sound surveys, master meter testing, flow and coefficient testing, and valve inspection and valve box maintenance.

Performance Indicators	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Water mains (miles)	598	598	598	598
Valves	18,021	19,148	18,735	19,150
Hydrants	7,468	7,287	7,456	7,287
Master meters	13	13	13	13
Dead-end mains	30	30	30	30
WORKLOAD				
Hydrants, valves & services sound surveys	9,895	7,435	11,300	10,300
Water waste surveys:				
• Districts measured	4	3	8	3
• Master meters tested	0	0	4	1
• Flow & coefficient tests	9	41	130	70
Valve inspections	5,155	4,700	5,300	4,900
Water main flushing:				
• Miles of main - regular program	77.92	105.00	100.00	100.00
• Miles of main - dirty water complaints	14.05	7.00	10.00	8.50
• Miles of main - dead-end	30.00	30.00	30.00	30.00
Valves operated	965	950	1,200	1,100
RESULTS				
Leaks located	133	115	115	115
Estimated leakage eliminated (mgd)*	1.25	1.17	1.20	1.20
Estimated leak savings (\$)	136,843	166,550	170,820	170,820

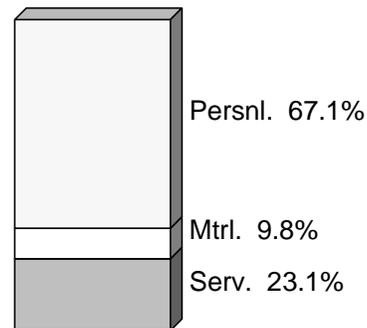
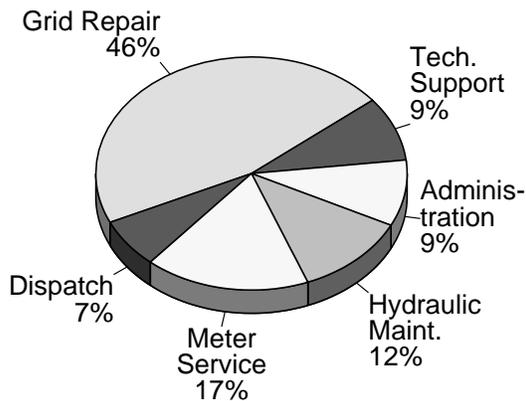
*mgd = millions of gallons per day

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER DISTRIBUTION DIVISION
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	2,660,862	2,631,400	2,698,500	2,720,900
Materials & Supplies	372,539	380,800	388,000	399,100
Services	944,014	926,700	956,500	935,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	3,977,415	3,938,900	4,043,000	4,055,700

Appropriation by Activity				
Administration	362,581	367,900	393,700	363,200
Dispatch	226,038	252,900	233,500	245,100
Technical Support	363,191	265,600	383,800	385,100
Grid Repair	1,863,241	1,969,800	1,854,700	1,878,000
Meter Services	733,347	683,500	693,800	697,000
Hydraulic Maintenance	<u>429,017</u>	<u>399,200</u>	<u>483,500</u>	<u>487,300</u>
Total	3,977,415	3,938,900	4,043,000	4,055,700

Employee Years by Activity				
Administration	2.0	2.0	2.0	2.0
Dispatch	7.6	7.0	6.8	6.8
Technical Support	11.3	10.6	11.0	11.0
Grid Repair	26.9	24.0	24.7	24.7
Meter Service	20.1	17.4	17.6	17.7
Hydraulic Maintenance	<u>12.8</u>	<u>13.7</u>	<u>13.8</u>	<u>13.8</u>
Total	80.7	74.7	75.9	76.0



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – WATER DISTRIBUTION DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS				Administration	Dispatch	Technical Support	Grid Repair	Meter Service	Hydraulic Maintenance
Br.	Title	Budget 2001-02	Approved 2002-03						
32	Manager of Water Distribution	1	1	1					
23	Asst. Superintendent Water Dist.	5	5				3	1	1
18	Supervising Water Dist. Technician	1	1						1
18	Supv. Meter Services Technician	2	2					2	
15	Senior Dispatcher	1	1		1				
11	Clerk I	1	1	1					
9	Clerk II with Typing	1	1				1		
7	Clerk III with Typing	1	1					1	
65	Sr. Maint. Mech./Water Grid	4	4				4		
64	Water Distribution Technician	24	24			9		9	6
64	Dispatcher	5	5		5				
62	Water Maint. Worker Construction	15	15				13		2
61	Meter Reader	4	4					4	
59	Water Maintenance Worker	6	6			1	2		3
EMPLOYEE YEARS									
	Full Time	71.0	71.0	2.0	6.0	10.0	23.0	17.0	13.0
	Overtime	5.8	5.8	0.0	0.9	1.2	2.2	1.0	0.5
	Part Time, Temporary, Seasonal	0.6	0.6	0.0	0.0	0.0	0.0	0.0	0.6
	Less: Vacancy Allowance	1.5	1.4	0.0	0.1	0.2	0.5	0.3	0.3
	Total	75.9	76.0	2.0	6.8	11.0	24.7	17.7	13.8

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – STREET LIGHTING DIVISION**

This unit oversees the City's street lighting system. Street Lighting functions as liaison with Rochester Gas and Electric Corporation (RG&E), which owns and operates most of the system. Employees of the City and of Rochester Gas & Electric work together to replace damaged or obsolete poles and arrange for upgrading of lighting where necessary. The unit designs street lighting reconstruction projects and reviews street lighting specifications in reconstruction projects designed by consultants. It supervises maintenance and operation of City-owned street lighting facilities and investigates street lighting problems and complaints.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	4,617,800	4,378,800	-239,000
Employee Years	6.5	6.4	-0.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
5,600	8,800	-1,200	-3,900	1,700	-250,000	-239,000

Major Change

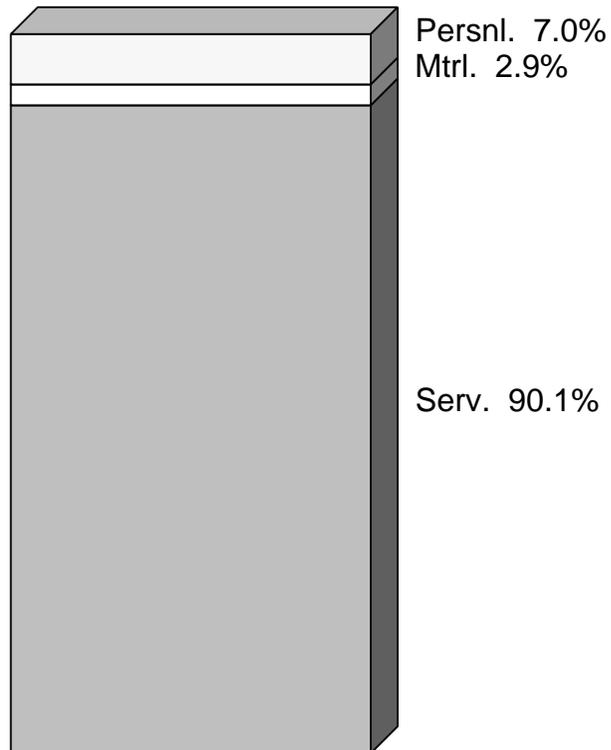
Street lighting energy expense is reduced based on projection	-300,000
Pole base adjustments and other street lighting repairs expense increases	65,000
Training funds for street lighting design software does not recur	-15,000

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
City maintained lights	11,961	12,550	12,550	12,550
RG&E maintained lights	14,620	14,750	14,750	14,250
Calls for service	3,478	4,000	4,000	4,000
WORKLOAD				
Work orders issued	1,882	2,000	2,200	2,000
Complaints referred to RG&E	990	1,800	1,800	1,800
Pole knockdowns	175	175	150	175
Conduit repairs	58	70	50	75
Luminaire repairs	1,417	2,000	1,500	2,000

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – STREET LIGHTING DIVISION
 EXPENDITURE SUMMARY

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	276,741	343,200	303,300	305,000
Materials & Supplies	117,350	136,000	123,300	127,400
Services	4,394,353	3,987,500	4,191,200	3,946,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	4,788,444	4,466,700	4,617,800	4,378,800
Appropriation by Activity				
Street Lighting	4,788,444	4,466,700	4,617,800	4,378,800
Employee Years by Activity				
Street Lighting	6.5	6.8	6.5	6.4



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – STREET LIGHTING DIVISION
 PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2001-02	Approved 2002-03
26	Street Light. Program Coordinator	1	1
24	Engineer	1	1
24	Engineer II	1	1
23	St. Light. Maintenance/Operations Coord.	1	1
12	Engineering Technician	1	1
9	Clerk II with Typing	1	1
EMPLOYEE YEARS			
	Full Time	6.0	6.0
	Overtime	0.0	0.0
	Part Time, Temporary, Seasonal	0.5	0.5
	Less: Vacancy Allowance	0.0	0.1
	Total	6.5	6.4

DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – PARKING METER OPERATIONS

This unit maintains the City's on-street parking meters, installs new meters, and performs meter revenue collection on a daily basis.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	147,400	150,000	2,600
Employee Years	4.1	4.1	0.0

Change Detail

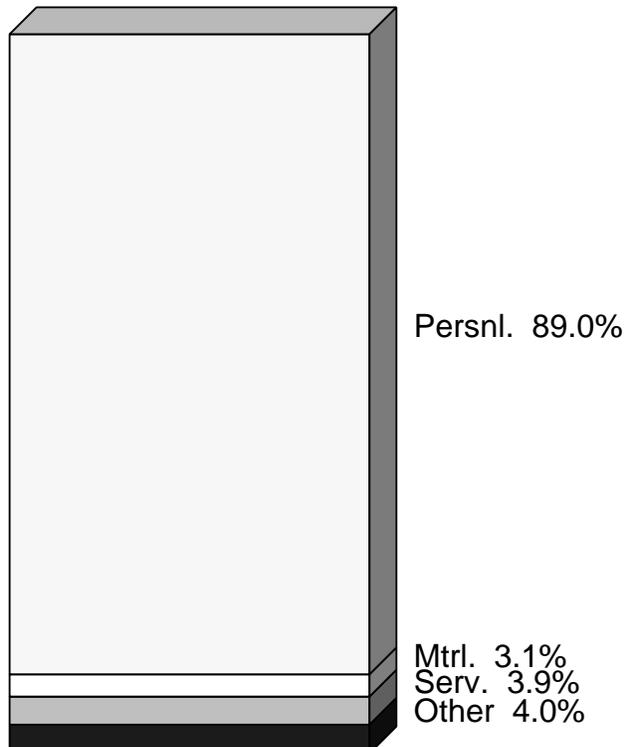
<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
2,500	100	0	0	0	0	2,600

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Street meters	1,573	1,517	1,573	1,517
WORKLOAD				
Meters installed/replaced	617	432	150	250

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – PARKING METER OPERATIONS
 EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	139,018	132,900	131,000	133,500
Materials & Supplies	4,687	4,600	4,600	4,700
Services	5,761	5,800	5,800	5,800
Other	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Total	155,466	149,300	147,400	150,000
Appropriation by Activity				
Parking Meter Operations	155,466	149,300	147,400	150,000
Employee Years by Activity				
Parking Meter Operations	4.0	4.0	4.1	4.1



DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – PARKING METER OPERATIONS
 PERSONNEL SUMMARY

FULL TIME POSITIONS			
Br.	Title	Budget 2001-02	Approved 2002-03
18	Supervising Parking Meter Mechanic	1	1
10	Parking Meter Mechanic	3	3
EMPLOYEE YEARS			
	Full Time	4.0	4.0
	Overtime	0.1	0.1
	Part Time, Temporary, Seasonal	0.0	0.0
	Less: Vacancy Allowance	<u>0.0</u>	<u>0.0</u>
	Total	4.1	4.1

**DEPARTMENT OF ENVIRONMENTAL SERVICES
WATER & LIGHTING – WATER FIXED CHARGES**

This section includes operating expenditures for the water supply system that cannot be directly attributed to an operating unit.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	7,548,800	7,400,900	-147,900

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
0	0	-147,900	0	0	0	-147,900

ALLOWANCE FOR UNCOLLECTIBLES

The allowance for uncollectibles is an estimate of the delinquent amount of water charges that are not paid within two years.

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
Delinquent amount	\$5,116,986	\$5,096,100	\$5,130,000	\$5,100,000
Estimated percentage of uncollectibles	<u>29.03</u>	<u>28.53</u>	<u>28.34</u>	<u>28.51</u>
Total	<u>\$1,485,322</u>	<u>\$1,454,000</u>	<u>\$1,454,000</u>	<u>\$1,454,000</u>

ADMINISTRATIVE CHARGEBACKS

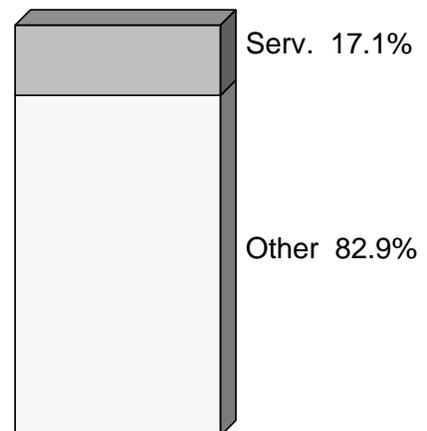
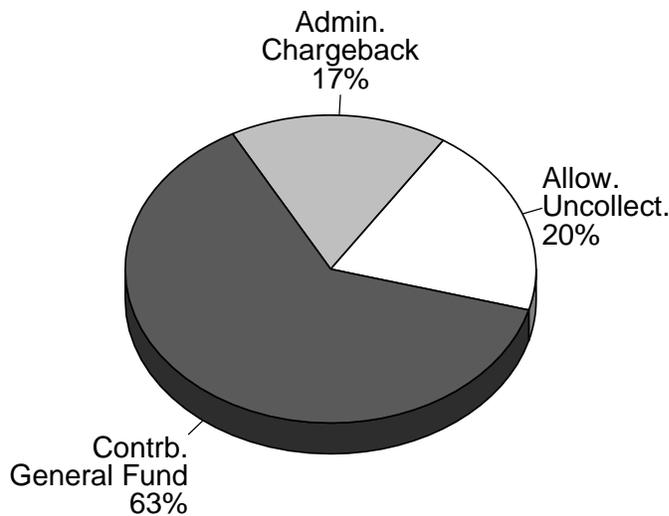
The administrative chargeback is an interfund charge that reimburses the General Fund for general administrative services provided to the enterprise funds, based on an indirect cost allocation formula. The administrative chargeback to the Water Fund for 2002-03 represents 6.9 percent of total Water Fund expenses incurred in 2000-01.

CONTRIBUTION TO THE GENERAL FUND

The Water Fund makes a contribution to the General Fund as payment in lieu of taxes on the Water Fund capital plant and as a return on investment.

DEPARTMENT OF ENVIRONMENTAL SERVICES
 WATER & LIGHTING – WATER FIXED CHARGES
 EXPENDITURE SUMMARY

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	1,674,700	1,416,300	1,416,300	1,268,400
Other	<u>6,132,500</u>	<u>6,132,500</u>	<u>6,132,500</u>	<u>6,132,500</u>
Total	7,807,200	7,548,800	7,548,800	7,400,900
Appropriation by Activity				
Allowance for Uncollectibles	1,454,000	1,454,000	1,454,000	1,454,000
Administrative Chargeback	1,674,700	1,416,300	1,416,300	1,268,400
Contribution to the General Fund	<u>4,678,500</u>	<u>4,678,500</u>	<u>4,678,500</u>	<u>4,678,500</u>
Total	7,807,200	7,548,800	7,548,800	7,400,900



**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES**

The Bureau of Equipment Services maintains and repairs most City motor vehicles and provides fuel for the entire fleet.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	3,934,500	4,087,900	153,400
Employee Years	81.7	79.6	-2.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
41,300	15,300	157,500	-29,700	-3,700	-27,300	153,400

Major Change

A vacant mechanic position is eliminated due to budget constraints -27,300

FLEET MANAGEMENT

This activity manages the Bureau of Equipment Services and administers the City fleet and related equipment facilities.

REPAIR – R2010 Campaign #7 - Quality Service

Repair maintains and repairs City vehicles, except for Fire Department vehicles. Work includes preventive maintenance, mechanical repair, body and fender repair, tire repair, and welding.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Units maintained	1,265	1,265	1,265	1,265
Service requests				
• Repair orders	14,527	14,900	16,000	15,000
• Tire orders	2,166	2,250	2,400	2,300
WORKLOAD				
Repair hours	63,219	64,000	65,000	64,000
Road calls:				
• Towing service	544	550	640	630
• Repair service	1,913	1,920	2,250	2,200
• Tire repair	412	430	450	430

FUELING – R2010 Campaign #7 - Quality Service

This activity distributes fuel to City vehicles and some Monroe County and Federal vehicles. Distribution is controlled by an automated fueling system that monitors fuel use by vehicle and driver.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
WORKLOAD				
Fuel purchased				
• Unleaded fuel (gallons)	719,238	719,270	712,500	719,300
• Diesel fuel (gallons)	529,917	529,100	525,000	529,100

PARTS – R2010 Campaign #7 - Quality Service

This unit maintains parts, materials, and supplies used for the repair and maintenance of City vehicles. It operates the parts room and machine shop, rebuilds used parts, and operates the computerized parts inventory system.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Parts inventory value (\$)	784,500	717,927	745,900	737,000
Parts lines	6,287	5,731	6,100	5,900
Requests for parts	65,283	63,138	62,000	63,000
Machine shop repairs and fabrication requests received	1,026	1,230	1,200	1,230
Contracts requested	125	197	130	190
WORKLOAD				
Parts issued	65,283	63,138	62,000	63,000
Machine shop repair and fabrication orders completed	1,026	1,230	1,200	1,230
Contracts maintained	125	194	130	190

**DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES**

Chargebacks

<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>
CITY COUNCIL AND CLERK	1,200	1,200	ENVIRONMENTAL SERVICES		
			Commissioner	36,400	29,500
			Architecture & Engineering	13,000	10,300
ADMINISTRATION			Operations	3,297,500	2,749,900
Mayor's Office	6,000	6,100	Water & Lighting	254,400	208,500
Audit & Review	300	300	Equipment Services	<u>44,000</u>	<u>40,000</u>
Budget	300	400	TOTAL:	3,645,300	3,038,200
Human Resource Mgmt.	700	500			
Communications	900	800	EMERGENCY COMMUNICATIONS		
NET	100	200		1,000	1,000
Pathways to Peace	100	0			
Law	<u>100</u>	<u>100</u>			
TOTAL:	8,500	8,400	POLICE	1,227,200	1,150,200
FINANCE			FIRE	50,600	27,000
Director's Office	200	200			
Treasury	4,000	2,800	LIBRARY		
Accounting	0	0	Central Library	10,300	7,500
Assessment	100	100	Community Library	<u>5,500</u>	<u>5,000</u>
Purchasing	800	800	TOTAL:	15,800	12,500
Information Systems	<u>4,000</u>	<u>4,800</u>			
TOTAL:	9,100	8,700	PARKS, RECREATION AND HUMAN SERVICES		
			Commissioner	6,500	7,500
COMMUNITY DEVELOPMENT	2,100	2,100	Parks & Recreation	137,000	120,000
			Special Services	78,100	79,000
			Human Services	<u>100</u>	<u>100</u>
			TOTAL:	221,700	206,600
ECONOMIC DEVELOPMENT					
Administration	3,500	3,700	CITY TOTAL	5,189,000	4,461,600
Municipal Parking	<u>3,000</u>	<u>2,000</u>			
TOTAL:	6,500	5,700	Interfund	2,987,100	2,429,000
			Intrafund	2,201,900	2,032,600
			CITY TOTAL	5,189,000	4,461,600

DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES
EXPENDITURE SUMMARY

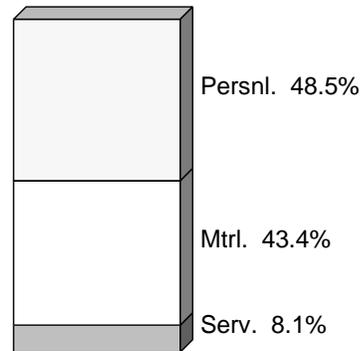
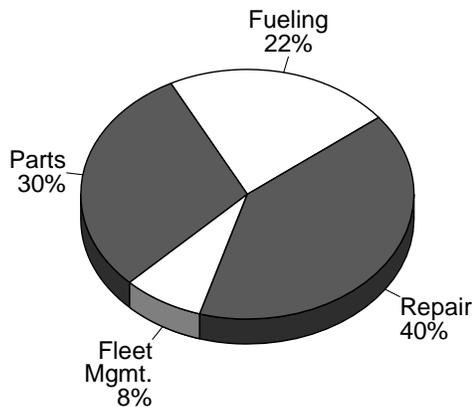
7-79

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	2,886,691	3,003,900	2,986,600	2,970,900
Materials & Supplies	2,513,258	2,333,000	2,658,200	2,656,100
Services	809,505	501,800	491,600	493,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	6,209,454	5,838,700	6,136,400	6,120,500
Less: Intrafund Credit*	<u>1,993,329</u>	<u>2,016,600</u>	<u>2,201,900</u>	<u>2,032,600</u>
Total	4,216,125	3,822,100	3,934,500	4,087,900

Appropriation by Activity				
Fleet Management	686,976	500,600	475,900	472,100
Repair	2,469,063	2,506,000	2,477,500	2,465,500
Fueling	1,238,193	1,012,500	1,340,700	1,337,600
Parts	<u>1,815,222</u>	<u>1,819,600</u>	<u>1,842,300</u>	<u>1,845,300</u>
Total	6,209,454	5,838,700	6,136,400	6,120,500
Less: Intrafund Credit*	<u>1,993,329</u>	<u>2,016,600</u>	<u>2,201,900</u>	<u>2,032,600</u>
Total	4,216,125	3,822,100	3,934,500	4,087,900

Employee Years by Activity				
Fleet Management	5.3	6.1	6.1	6.3
Repair	68.3	63.7	64.7	62.4
Fueling	1.0	1.0	1.0	1.1
Parts	<u>10.8</u>	<u>9.9</u>	<u>9.9</u>	<u>9.8</u>
Total	85.4	80.7	81.7	79.6

*Reflects chargeback for motor equipment service.



DEPARTMENT OF ENVIRONMENTAL SERVICES
BUREAU OF EQUIPMENT SERVICES
PERSONNEL SUMMARY

FULL TIME POSITIONS				Fleet Management	Repair	Fueling	Parts
Br.	Title	Budget 2001-02	Approved 2002-03				
33	Director of Fleet Services	1	1	1			
29	Assistant Director of Fleet Services	1	1		1		
25	Fleet Maintenance Manager	1	1		1		
24	Senior Administrative Analyst	2	2	1			1
23	Asst. Fleet Maintenance Manager	2	2		2		
21	Parts Supervisor	1	1				1
21	Production Controller	1	1		1		
20	Executive Assistant	1	1	1			
19	Mechanic Supervisor	4	4		4		
17	Heavy Mechanic I	3	3		3		
17	Senior Auto Welder	1	1		1		
15	Auto Welder	1	1		1		
15	Heavy Mechanic II	24	24		24		
14	Senior Auto Parts Clerk	2	2				2
13	Administrative Secretary	1	1	1			
11	Auto Parts Clerk	4	4				4
9	Clerk II with Typing	3	3	2	1		
65	Auto Body Repairer	3	3		3		
65	Auto Machinist	1	1				1
63	Sr. Auto Maintenance Mechanic	10	10		10		
61	Tire Repairer	2	2		2		
60	Automotive Maintenance Mechanic	5	4		4		
58	Auto Aide	2	1		1		
57	Garage Attendant	0	1			1	
EMPLOYEE YEARS							
	Full Time	76.0	75.0	6.0	59.0	1.0	9.0
	Overtime	6.7	6.7	0.0	5.5	0.1	1.1
	Part Time, Temporary, Seasonal	0.5	0.3	0.3	0.0	0.0	0.0
	Less: Vacancy Allowance	<u>1.5</u>	<u>2.4</u>	<u>0.0</u>	<u>2.1</u>	<u>0.0</u>	<u>0.3</u>
	Total	81.7	79.6	6.3	62.4	1.1	9.8

Purpose

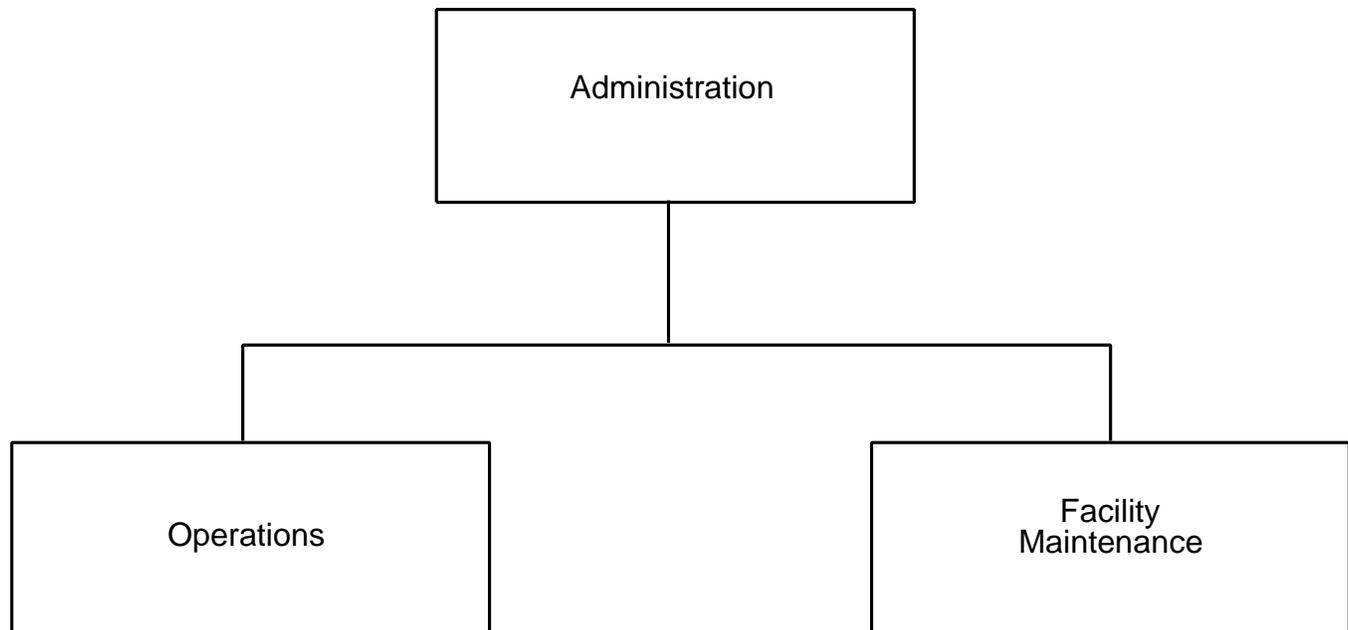
The Emergency Communications Department provides communications services to the City Police and Fire & Rescue Departments, the Monroe County Sheriff, various town and village police departments, and other fire departments in Monroe County. It provides emergency service from initial citizen request through dispatch and provides related communications services for field personnel.

The Emergency Communications Department also coordinates the 911 Emergency Communications System contract with Monroe County. Under the terms of that agreement, the City operates the Center, which receives all 911 calls, and dispatches police, fire, and emergency medical service for participating agencies.

Expenditures for Administration and Operations activities are reimbursed by Monroe County. The City funds the Facility Maintenance activity.

Organization

The Emergency Communications Department is organized into three activities: Administration, Operations, and Facility Maintenance.



The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Conduct terrorism and bio-terrorism awareness training	#3 - Health, Safety & Responsibility #7 - Quality Service	First Quarter
Conduct refresher training course on Cardio-Pulmonary resuscitation for all ECD employees	#3 - Health, Safety & Responsibility #5 - Regional Partnerships #7 - Quality Service	Third Quarter

Year-to-Year Comparison

	Budget 2001-02	Budget 2002-03	Change	Percent Change
<u>Main Functions</u>				
Administration	411,300	377,500	-33,800	-8.2%
Operations	7,399,700	7,151,800	-247,900	-3.4%
Facility Maintenance	156,400	158,100	1,700	1.1%
Total	7,967,400	7,687,400	-280,000	-3.5%
Employee Years	186.8	182.7	-4.1	-2.2%

Change Detail

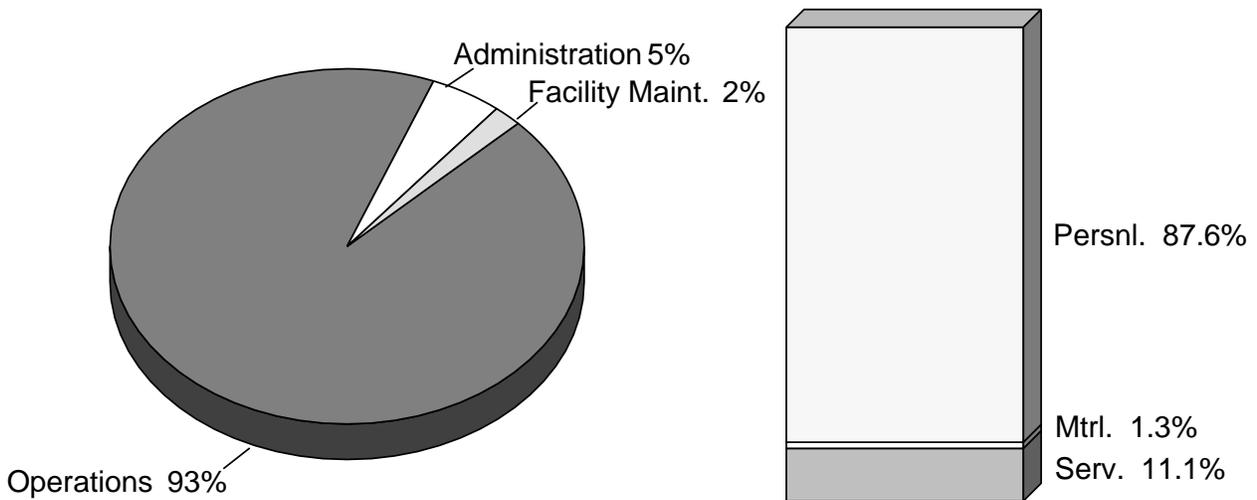
Salary & Wage <u>Adjustment</u>	General <u>Inflation</u>	<u>Chargebacks</u>	Vacancy <u>Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
9,100	14,300	100	101,300	-2,000	-402,800	-280,000

Major Change

Budget constraints mandated by Monroe County necessitate reduction in personnel	-304,900
Allocation for telephone expense is reduced to reflect projected expense	-45,800
Miscellaneous supplies and services are reduced to meet budget constraints	-24,000
Related supplies and services are reduced with the implementation of a new digital recording system	-15,500
Productivity measures decrease expense	-12,600

**EMERGENCY COMMUNICATIONS DEPARTMENT
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	6,781,469	6,852,500	6,928,300	6,733,800
Materials & Supplies	91,977	97,400	129,500	100,100
Services	781,563	861,400	909,600	853,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	7,655,009	7,811,300	7,967,400	7,687,400
Appropriation by Activity				
Administration	353,729	389,500	411,300	377,500
Operations	7,151,250	7,266,100	7,399,700	7,151,800
Facility Maintenance	<u>150,030</u>	<u>155,700</u>	<u>156,400</u>	<u>158,100</u>
Total	7,655,009	7,811,300	7,967,400	7,687,400
Employee Years by Activity				
Administration	6.9	6.5	7.0	7.1
Operations	<u>180.2</u>	<u>178.6</u>	<u>179.8</u>	<u>175.6</u>
Total	187.1	185.1	186.8	182.7



ADMINISTRATION

This activity manages the Emergency Communications Department. It prepares and monitors the budget and performs planning, personnel, and purchasing functions. This activity works with all user agencies to coordinate procedures and systems.

OPERATIONS – R2010 Campaign #3 - Health, Safety & Responsibility

This activity receives emergency calls from the public that require response by the City Police and Fire & Rescue Departments, the Monroe County Sheriff, 11 town and village police departments, and 35 fire districts in Monroe County. The unit dispatches appropriate emergency vehicles and personnel and furnishes necessary radio communications with field personnel. This activity provides primary and in-service training for the personnel who receive and dispatch calls.

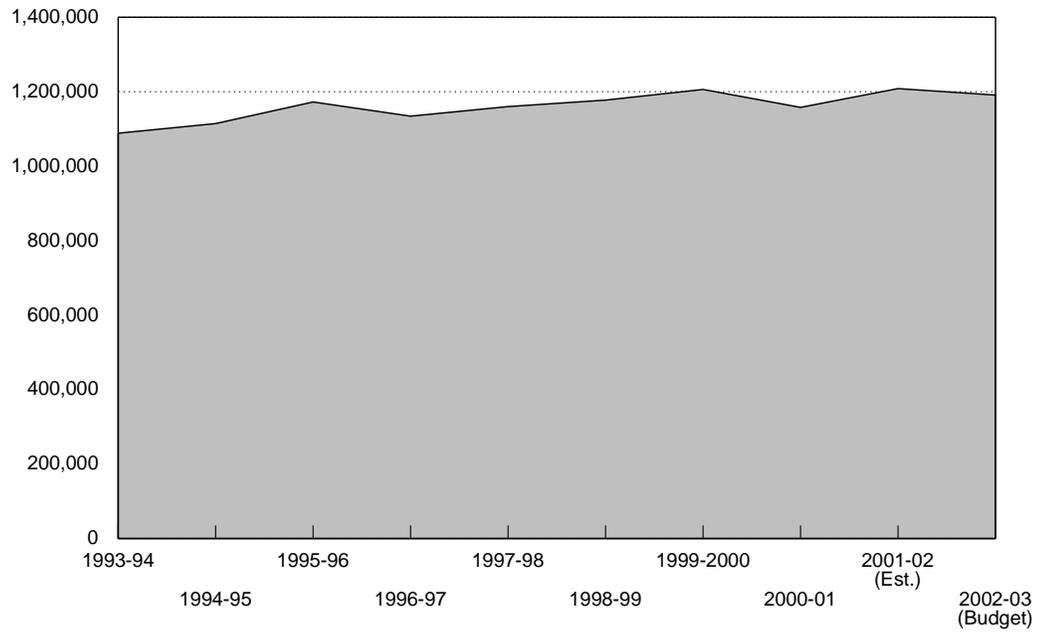
Program Change

The addition of Brockport Police dispatch increases projected calls received and police-initiated dispatch calls. However, overall calls received are down due to the 3-1-1 non-emergency response number administered by the Police Department.

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Calls received	1,157,877	1,208,401	1,214,443	1,191,035
WORKLOAD				
Calls dispatched:				
● Police	608,469	609,518	612,566	620,638
● Fire & Rescue	64,244	65,859	66,188	65,529
● Emergency medical service	79,307	79,146	79,541	80,833
● Police-initiated dispatch	<u>361,586</u>	<u>371,881</u>	<u>373,740</u>	<u>378,818</u>
	1,113,606	1,126,404	1,132,035	1,145,818

Calls Received



FACILITY MAINTENANCE

This activity includes expenditures associated with maintenance of the Emergency Communications Center, including utilities, refuse collection, snow removal, and general building and grounds maintenance.

EMERGENCY COMMUNICATIONS DEPARTMENT
PERSONNEL SUMMARY

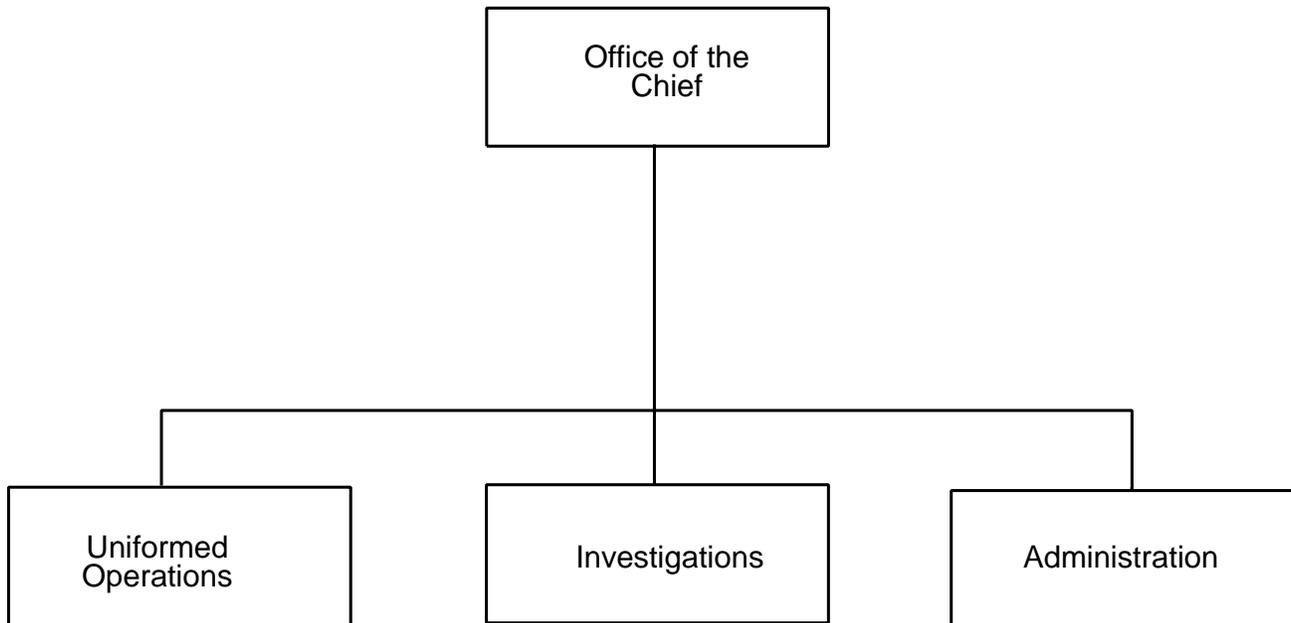
FULL TIME POSITIONS				Adminis- tration	Operations
Br.	Title	Budget 2001-02	Approved 2002-03		
35	ECC Director	1	1	1	
32	Deputy Director - ECC	0	1		1
31	Manager of Operations	1	0		
31	Manager of Administrative Services	1	0		
26	911 Operations Manager	3	3		3
21	Shift Supervisor	12	12		12
200	ECC Trainer	1	1		1
200	CAD Information System Specialist	1	1		1
20	Executive Assistant	0	1	1	
190	EMD Quality Improvement Coord. II	2	2		2
180	Quality Improvement Coord. I	1	0		
170	Dispatcher II	30	28		28
16	Administrative Assistant	1	1	1	
150	Dispatcher I	78	72		72
15	Secretary to the Director	1	1	1	
12	Communications Research Assistant	1	1	1	
110	Telecommunicator	36	38		38
110	Telecommunicator Bilingual	1	1		1
7	Clerk III with Typing	1	1	1	
3	Research Technician	1	1	1	
EMPLOYEE YEARS					
Full Time		173.0	166.0	7.0	159.0
Overtime		15.9	15.8	0.1	15.7
Part Time, Temporary, Seasonal		3.4	3.4	0.0	3.4
Less: Vacancy Allowance		<u>5.5</u>	<u>2.5</u>	<u>0.0</u>	<u>2.5</u>
Total		186.8	182.7	7.1	175.6

Purpose

The Police Department protects and preserves public safety through crime prevention patrol, investigation of reported offenses, and apprehension of offenders.

Organization

The Police Department is organized into the Office of the Chief, and three bureaus: Uniformed Operations, Investigations, and Administration.



POLICE DEPARTMENT

The Department comprises three Bureaus, each reporting to a Deputy Chief: the Investigations Bureau, which includes the Central Investigation Division and Special Investigation Section; the Uniformed Operations Bureau, and the Administration Bureau. The Office of the Chief provides overall departmental management and planning.

Highlights of the Department's 2002-03 work program are presented below. Additional information for each bureau is included in the sections that follow.

Division	Highlights	R2010 Campaigns Supported	Projected Completion
Uniform Operations	Develop strategies to reduce homicides and drug related violence as a result of Drug Summit held December 2001.	#3 - Health, Safety & Responsibility	First Quarter
	Pilot automated roll call system to improve efficiency of distribution and efficiency of criminal information to police officers.	#3 - Health, Safety & Responsibility	First Quarter
	Complete installation of laptop computers in 49 patrol vehicles, permitting automated filing of reports	#3 - Health, Safety & Responsibility	Fourth Quarter

Year-to-Year Comparison

<u>Division</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>	<u>Change</u>	<u>Percent Change</u>
Office of the Chief	3,360,700	3,198,800	-161,900	-4.8%
Uniformed Operations	35,188,500	34,524,500	-664,000	-1.9%
Investigations	9,116,500	8,790,300	-326,200	-3.6%
Administration	<u>9,714,700</u>	<u>9,250,800</u>	<u>-463,900</u>	-4.8%
Total	57,380,400	55,764,400	-1,616,000	-2.8%
Employee Years	932.5	922.6	-9.9	-1.1%

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-204,300	79,300	-146,000	0	-24,700	-1,320,300	-1,616,000

**POLICE DEPARTMENT
EXPENDITURE SUMMARY**

Major Change

One time amendment to fund anti-violence initiative does not recur	-691,100
Nine full time and two part time vacant civilian positions are eliminated due to budget constraints	-287,000
Grant related expenses decrease reflecting completion of projects	-100,400
Increase in overtime to reflect demand	280,100
Additional changes are described in individual bureau sections	

Assignment of Authorized Positions
1993-94 to 2002-03

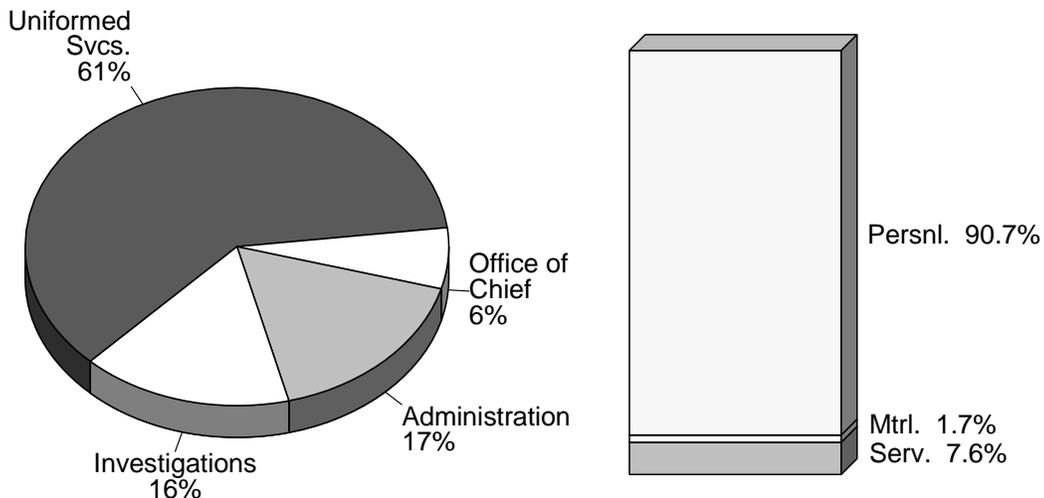
Year	Office of the Chief & Administration			Uniformed Operations & Investigations			Department		
	Sworn	Non-Sworn	Total	Sworn	Non-Sworn	Total	Sworn	Non-Sworn	Total
2002-03	65	110	174	643	55	698	708	165	873
2001-02	64	115	179	644	57	701	708	172	880
2000-01	69	111	180	638	57	695	707	168	875
1999-2000	48	89	137	635	58	693	683	147	830
1998-99	58	88	146	625	57	682	683	145	828
1997-98	61	87	148	622	57	679	683	144	827
1996-97	63	82	145	620	57	677	683	139	822
1995-96	59	83	142	615	57	672	674	140	814
1994-95	69	85	154	605	56	661	674	141	815
1993-94	74	83	157	600	56	656	674	139	813

Authorized Sworn Positions
1998-99 to 2002-03

<u>Positions</u>	<u>1998-99</u>	<u>1999-2000</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>
Chief	1	1	1	1	1
Deputy Chief	2	2	3	3	3
Commander	3	3	2	2	2
Captain	14	14	14	14	14
Lieutenant	40	40	40	40	40
Sergeant	83	83	83	83	83
Detective B	2	0	0	0	0
Detective C	1	1	0	0	0
Police Officer (Investigator)	58	60	61	61	61
Police Officer	<u>479</u>	<u>479</u>	<u>503</u>	<u>504</u>	<u>504</u>
Total	683	683	707	708	708

POLICE DEPARTMENT EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	50,511,678	51,565,600	51,779,500	50,597,000
Materials & Supplies	932,443	980,340	981,000	902,400
Services	4,346,902	4,754,560	4,619,900	4,265,000
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	55,791,023	57,300,500	57,380,400	55,764,400
Appropriation by Activity				
Office of the Chief	3,361,688	3,331,400	3,360,700	3,198,800
Uniformed Operations	33,483,451	35,123,400	35,188,500	34,524,500
Investigations	8,952,319	9,210,200	9,116,500	8,790,300
Administration	<u>9,993,565</u>	<u>9,635,500</u>	<u>9,714,700</u>	<u>9,250,800</u>
Total	55,791,023	57,300,500	57,380,400	55,764,400
Employee Years by Activity				
Office of the Chief	48.4	50.4	50.4	47.5
Uniformed Operations	583.4	568.4	573.1	586.0
Investigations	153.7	154.9	154.9	152.8
Administration	<u>119.9</u>	<u>154.1</u>	<u>154.1</u>	<u>136.3</u>
Total	905.4	927.8	932.5	922.6
NET Allocation - Dollars	1,700,600	1,762,700	1,850,000	1,712,400
NET Allocation - Employee Years	29.6	30.3	31.8	29.8



The Office of the Chief manages the Department. It includes the Chief's Office, and the Inspectional Services Division, which oversees the Research and Evaluation and Professional Standards sections. Sworn personnel on long-term medical leave are assigned to the Disabled activity for the duration of their disability and monitored by the Professional Standards Section.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	3,360,700	3,198,800	-161,900
Employee Years	50.4	47.5	-2.9

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
21,700	7,300	0	0	700	(191,600)	(161,900)

Program Change

Elimination of one full time and one part time clerical position increases crime report backlog.

Major Change

One investigator reassigned to Investigations from Chief's office	-57,400
One vacant full time and one part time clerical position eliminated due to budget constraints.	-36,500
Professional contracts reduced due to budget constraints	-31,200
COPS Racial Profiling Grant provides for increases in overtime and training	28,000
One time amendment to fund anti-violence initiative does not recur	-26,000
One time expenditures related to grants for overtime, equipment, communications, and professional fees are eliminated	-25,000
One time Drug Summit Grant is completed	-25,000
Special Events overtime is centralized in Patrol	-11,700
Reductions in various supplies and miscellaneous expenses due to budget constraints	-10,200
Training allocation increases	3,400
One Programmer Analyst temporary position funded by Law Enforcement Block Grant transitions to full time with no financial impact.	0

CHIEF'S OFFICE

This activity administers the Department. Functions include planning, policy development, public relations, and liaison with the community and with other law enforcement agencies. It comprises the Chief, immediate staff, and the Deputy Chiefs who administer the three bureaus.

**POLICE DEPARTMENT
OFFICE OF THE CHIEF**

INSPECTIONAL SERVICES

This activity provides general staff support to the Chief's Office and manages the Research and Evaluation and Professional Standards sections. It also coordinates Department response to community events such as parades, festivals, and sporting events.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
WORKLOAD				
Special events covered	618	670	484	700

RESEARCH & EVALUATION

This activity conducts management analysis and research in support of Departmental operations. It monitors compliance with standards established by state and national accreditation agencies and assists in conduct of on-site evaluations. It controls and updates the Department's general, administrative, and personnel orders, and prepares the Department's annual report. Activity personnel research and write grant applications, maintain liaison with Federal and State agencies, and submit grant-related operational and financial reports. The information systems unit designs, installs, and maintains the Department's central and networked computer systems, enters data from field reports, and prepares statistical analyses.

Program Change

Elimination of one full time and one part time clerical position reduces data entry staff by 22%. Anticipate data entry backlog of five days of crime reports.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Office automation "Help Desk" requests	2,809	3,300	3,200	3,500
WORKLOAD				
General/administrative orders issued	30	18	18	30
Inspectional reports prepared	212	212	210	212
Grant proposals prepared	12	19	18	20
Grants administered	33	39	35	37
EFFICIENCY				
Average backlog, crime report data entry (days)	10	10	10	15

PROFESSIONAL STANDARDS

This unit investigates police vehicle accidents and allegations of police misconduct. It provides staff support for the civilian complaint review and internal disciplinary processes.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Incident reviews initiated	73	74	80	75
Civil suit investigations requested	107	105	130	105
Fleet vehicle accidents	139	130	120	130
Subject resistance reports for review	647	640	630	630
Investigations requested	138	134	140	135
WORKLOAD				
Incident reviews completed	73	74	80	75
Civil suit investigations completed	107	105	130	105
Accident reports completed	139	130	120	130
Subject resistance reports reviewed	647	640	630	630
Investigations conducted	138	122	130	120

DISABLED

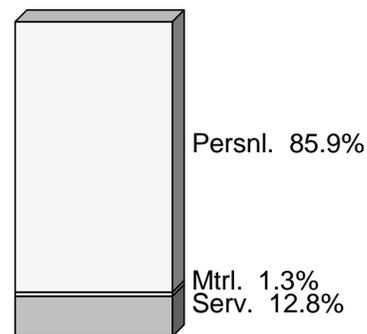
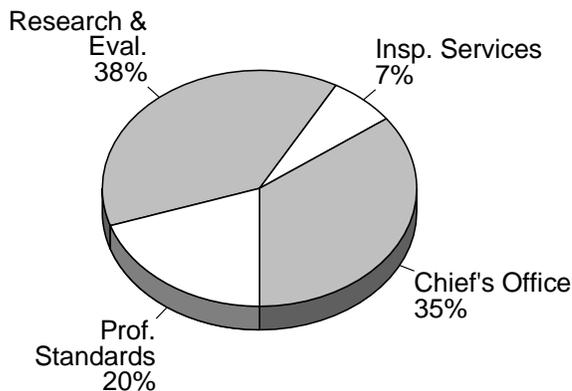
This activity aggregates the salary costs of sworn personnel who are on long term disability and unable to report for duty. Personnel assigned to this activity are monitored by staff of the Professional Standards Section.

**POLICE DEPARTMENT
OFFICE OF THE CHIEF
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	2,980,572	2,850,200	2,853,200	2,748,300
Materials & Supplies	12,888	56,000	56,100	39,700
Services	368,228	425,200	451,400	410,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	3,361,688	3,331,400	3,360,700	3,198,800

Appropriation by Activity				
Chief's Office	937,102	1,043,000	1,120,500	1,110,600
Inspectional Services	332,442	189,400	243,700	231,100
Research and Evaluation	1,272,672	1,347,500	1,276,200	1,222,200
Professional Standards	691,437	751,500	720,300	634,900
Disabled	<u>128,035</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	3,361,688	3,331,400	3,360,700	3,198,800

Employee Years by Activity				
Chief's Office	12.7	13.0	13.0	13.2
Inspectional Services	3.0	3.1	3.1	3.0
Research and Evaluation	23.7	24.2	24.2	22.2
Professional Standards	9.0	10.1	10.1	9.1
Disabled	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	48.4	50.4	50.4	47.5



POLICE DEPARTMENT
OFFICE OF THE CHIEF
PERSONNEL SUMMARY

FULL TIME POSITIONS				Chief's Office	Inspectional Services	Research & Evaluation	Professional Standards
Br.	Title	Budget 2001-02	Approved 2002-03				
36	Chief of Police	1	1	1			
97	Deputy Chief of Police	3	2	2			
97	Director of Organizational Development	0	1	1			
96	Police Commander	1	1		1		
95	Police Captain	1	1			1	
94	Police Lieutenant	4	4	1	1	1	1
92	Police Sergeant	8	8	3		1	4
90B	Police Officer (Investigator)	2	1	1			
90	Police Officer	5	5	1	1	2	1
26	Systems Analyst	1	1			1	
25	Programmer Analyst	2	3			3	
24	Grants Specialist	1	1			1	
24	Police Program Grants Specialist	1	1			1	
20	Executive Assistant	1	1			1	
20	Police Stenographer	2	2				2
17	Office Automation Specialist	2	2			2	
16	Secretary to the Chief	1	1	1			
16	Administrative Assistant	1	1	1			
12	Computer Operator	1	1			1	
11	Secretary	1	1			1	
11	Clerk I	1	1				1
9	Clerk II with Typing	1	1			1	
9	Clerk II	1	1			1	
7	Clerk III with Typing	2	2	1		1	
3	Clerk Typist	3	2			2	
EMPLOYEE YEARS							
Full Time		47.0	46.0	13.0	3.0	21.0	9.0
Overtime		0.2	0.3	0.2	0.0	0.0	0.1
Part Time, Temporary, Seasonal		3.5	1.5	0.0	0.0	1.5	0.0
Less: Vacancy Allowance		<u>0.3</u>	<u>0.3</u>	<u>0.0</u>	<u>0.0</u>	<u>0.3</u>	<u>0.0</u>
Total		50.4	47.5	13.2	3.0	22.2	9.1

**POLICE DEPARTMENT
UNIFORMED OPERATIONS**

The Uniformed Operations Bureau conducts preventive patrol, responds to calls for police service, arrests offenders, and works with neighborhoods to develop crime prevention programs addressing specific community needs. It enforces parking, truancy, and traffic regulations, assigns School Resource Officers to City middle and high schools, and provides a uniformed police presence in NET offices.

Program Change

Special Events overtime allocation is increased to reflect trend for demand of unreimbursed events.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Develop strategies to reduce homicides and drug related violence as a result of Drug Summit held December 2001.	#3 - Health, Safety & Responsibility	First Quarter
Pilot automated roll call system at Maple Section to improve efficiency of distribution of criminal information to police officers	#3 - Health, Safety & Responsibility	First Quarter
Complete installation of laptop computers in patrol vehicles, permitting automated filing of reports	#3 - Health, Safety & Responsibility	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	35,188,500	34,524,500	-664,000
Employee Years	573.1	586.0	12.9

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-217,000	21,900	15,900	0	-9,200	-475,600	-664,000

Major Change

One-time amendment to fund anti-violence initiative does not recur	-592,300
Special Events overtime is increased to reflect demand	280,100
NYS Division Criminal Justice PAC TAC Grant expires	-95,000
One Investigator is reassigned to Special Investigations	-57,400
One Police Officer and related expenses reassigned from Investigations to Patrol	53,300
A decrease occurs in the Stop DWI grant allocation	-27,500
Buckle Up NY 2002 grant award is reduced	-22,000
Operation Clean Spot Grant is completed	-20,000
Various supplies and service expenses are reduced due to budget constraints	-13,900
Service appropriations increase, including rents, bunker lease, mandatory FBI training, and crossing guard support	22,300
Tobacco Enforcement grant expires	-3,200

POLICE DEPARTMENT
UNIFORMED OPERATIONS

9-11

COMMAND

This activity manages Patrol and Special Operations, and responds to the scene of all major incidents. It conducts periodic reviews of patrol and investigative activities, including regularly scheduled "Crimestat" analyses of crime patterns and response strategies. It includes the Staff Duty Officers who supervise Departmental field operations on nights and weekends.

PATROL DIVISION – R2010 Campaign #3 - Health, Safety & Responsibility

This activity provides preventive patrol and responds to calls for service in Rochester's neighborhoods. It conducts preliminary and follow-up investigations of reported offenses. In cooperation with neighborhood Police-Citizen Interaction Committees (PCIC), activity supervisors design and develop targeted crime prevention and response programs, including the assignment of sworn personnel to each of the Neighborhood Empowerment Team (NET) offices. School Resource Officers are provided at City middle and high schools during the school year.

This division includes seven sectors covering the City; the Downtown Section is responsible for the Center City, while the other six sections provide services to residents and businesses in designated geographic areas. Each section assigns sworn personnel to the NET offices located within its boundaries, and administers the Police And Citizens-Together Against Crime (PAC-TAC) program of volunteer citizen patrols.

<u>Patrol Section</u>	<u>Headquarters Location</u>
Lake	1495 Lake Avenue
Downtown	107-115 Liberty Pole Way
Maple	261 Child Street
Genesee	849 West Main Street
Highland	714-730 University Avenue
Goodman	262 Waring Road
Clinton	275 Upper Falls Blvd.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Calls for service (all units):				
● Priority I	142,479	151,000	228,500	151,000
● Priority II	<u>323,089</u>	<u>342,000</u>	<u>200,500</u>	<u>342,000</u>
Total	465,568	493,000	429,000	493,000
Reported crimes:				
● Part I	17,276	18,800	16,732	18,800
● Part II	<u>21,720</u>	<u>20,200</u>	<u>22,236</u>	<u>20,200</u>
Total	38,996	39,000	38,968	39,000
Reported violent events	1,191	1,300	1,150	1,300

WORKLOAD

Investigations conducted:				
● Field & Closed	23,477	24,000	23,000	24,000
● Office	16,975	16,500	15,750	16,500
Uniform traffic summonses issued	36,000	37,800	38,000	37,800
Parking citations issued	122,434	116,820	116,650	117,000
Field information forms completed	23,188	23,500	21,930	23,500
Events (total units responding to calls)	703,036	705,000	696,128	705,000
Foot and bicycle patrol hours	17,477	20,900	38,500	20,900
Community meetings conducted	2,450	2,750	2,750	2,750

**POLICE DEPARTMENT
UNIFORMED OPERATIONS**

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
EFFICIENCY				
Workload per officer*:				
● Calls for service	1,058	1,050	1,017	1,050
● Reported crimes (Parts I and II)	89	89	92	89
● Arrests	52	56	56	56
Percentage of crimes cleared	56%	55%	49%	55%
RESULTS				
Crimes cleared	22,179	22,500	23,250	22,500

*Reflects activities of 422 budgeted sworn personnel responding to service calls, either as first responders or investigators.

Definitions:

Priority I: Immediate emergency response

Priority II: Non-emergency response (e.g. reports, special attention, etc.)

Part I: Criminal homicide, forcible rape, robbery, assault, burglary, larceny, motor vehicle theft, arson

Part II: Kidnaping, controlled substances sale, manufacture, possession and use, dangerous weapons, bribery, sex offenses, extortion, forgery, counterfeiting, prostitution, vice, stolen property, coercion, criminal mischief, fraud, gambling, embezzlement, simple assault, offenses against family, driving under influence, unauthorized vehicle use, possession of burglar tools, liquor law violations, disorderly conduct, public drug intoxication, loitering

SPECIAL OPERATIONS – R2010 Campaign #3 - Health, Safety & Responsibility

This activity comprises units providing specialized field support services. The Tactical Unit details patrol and investigative personnel in support of sector patrol, responding to crime patterns and special needs. Canine Unit teams track suspects and missing persons and detect narcotics and explosives. The Mounted Patrol provides highly visible patrol and crowd control presence downtown, at special events, and in the event of disturbance or disorder. The Traffic Enforcement Unit enforces vehicle and parking regulations, and coordinates the School Traffic Officer program covering 118 pedestrian crossings near City public and private schools. Special Operations personnel manage programs to reduce intoxicated driving, and to combat alcohol and tobacco sales to minors. The Youth Services Unit responds to school truancy and works with the Probation Department and other agencies to counter youth crime and violence. The Special Operations activity contains equipment and training funds for the Department's specialized response teams: the Emergency Task Force, the SCUBA and Bomb Squads, the Mobile Field Force, and the Crisis Negotiation Team.

The Special Operations Section is housed in the former Lake Section office on Maplewood Drive; Mounted Patrol facilities are located at 184 Verona Street.

POLICE DEPARTMENT
UNIFORMED OPERATIONS

9-13

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Canine unit assignments	7,509	7,874	7,144	7,874
Tactical details scheduled	130	130	130	130
Registered motor vehicles (county) (est.)	495,650	540,000	540,000	540,000
Licensed drivers (county) (est.)	500,000	503,353	500,000	503,400
Reported motor vehicle accidents in City (est.)	6,000	6,500	6,500	6,500
Mounted Patrol details assigned	400	450	450	450
Mounted Patrol service calls	480	500	520	500
Mounted Patrol special service requests	875	900	900	900
WORKLOAD				
Canine searches conducted	1,471	1,600	1,878	1,600
Tactical details conducted	135	130	130	130
Ceremonial details conducted	38	40	40	40
Traffic summonses issued:				
● All units	**	**	38,000	**
● Traffic Enforcement	3,100	3,200	3,200	3,200
STOP-DWI details conducted	92	90	90	90
Special enforcement details conducted	80	100	100	100
Mounted Patrol hours	6,750	7,250	7,250	7,250
Special squad activations:				
● Emergency Task Force	14	14	14	14
● Bomb Squad	167	175	175	175
● SCUBA Squad	5	9	9	9
● Crisis Negotiation Team	12	12	12	12
● Mobile Field Force	1	3	3	3
Truancy contacts	1,478	1,500	1,500	1,500
School mediations	2,717	2,500	2,500	2,500
Joint police-probation visits	2,451	2,450	2,200	2,450
RESULTS				
Arrests made:				
● Canine unit	398	375	350	375
● Tactical unit	247	300	300	300
● DWI arrests (all Patrol units)	1,075	1,000	1,000	1,000
● Mounted Patrol unit	22	22	22	22
Youth diverted	889	900	900	900
Juvenile arrests	1,609	1,500	1,500	1,500

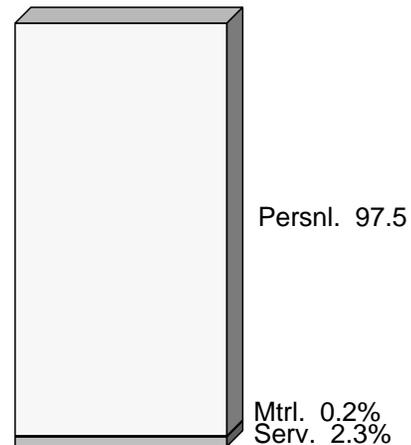
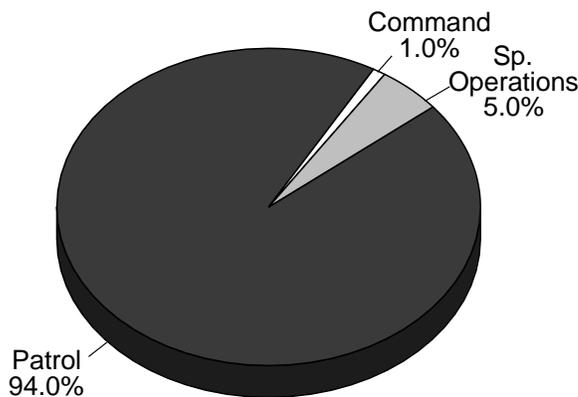
** - Not Available

**POLICE DEPARTMENT
UNIFORMED OPERATIONS
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	32,494,456	34,114,300	34,273,000	33,653,000
Materials & Supplies	111,272	97,300	100,100	68,000
Services	877,723	911,800	815,400	803,500
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	33,483,451	35,123,400	35,188,500	34,524,500

Appropriation by Activity				
Command	654,729	682,680	524,700	440,700
Patrol Division (Section Patrol)	31,440,865	32,722,020	33,148,300	32,523,000
Special Operations	<u>1,387,857</u>	<u>1,718,700</u>	<u>1,515,500</u>	<u>1,560,800</u>
Total	33,483,451	35,123,400	35,188,500	34,524,500

Employee Years by Activity				
Command	6.0	6.9	6.9	6.0
Patrol Division (Section Patrol)	554.7	504.0	504.0	539.6
Special Operations	<u>22.7</u>	<u>57.5</u>	<u>62.2</u>	<u>40.4</u>
Total	583.4	568.4	573.1	586.0



POLICE DEPARTMENT
UNIFORMED OPERATIONS
PERSONNEL SUMMARY

FULL TIME POSITIONS				Command	Patrol Division	Special Operations
Br.	Title	Budget 2001-02	Approved 2002-03			
96	Police Commander	1	1	1		
95	Police Captain	10	10	2	7	1
94	Police Lieutenant	30	30	1	28	1
92	Police Sergeant	53	53	1	49	3
90B	Police Officer (Investigator)	38	37		37	
90	Police Officer	402	403		370	33
11	Secretary	1	1	1		
10	Parking Monitor	10	10		10	
9	Clerk II	1	1			1
7	Clerk III with Typing	7	7		7	
EMPLOYEE YEARS						
Full Time		553.0	553.0	6.0	508.0	39.0
Overtime		20.6	31.2	0.1	29.9	1.2
Part Time, Temporary, Seasonal		11.0	11.0	0.0	10.8	0.2
Less: Vacancy Allowance		11.5	9.2	0.1	9.1	0.0
Total		573.1	586.0	6.0	539.6	40.4

The following full time positions are included in the budget of the Police Department, Patrol Division but are assigned to NET offices and are shown here for reference only.

Br.	Title	Budget 2001-02	Approved 2002-03
94	Police Lieutenant	10	8
90	Police Officer	22	22
EMPLOYEE YEARS			
Full Time		32.0	30.0
Overtime		0.4	0.4
Part Time, Temporary, Seasonal		0.0	0.0
Less: Vacancy Allowance		0.6	0.6
Total		31.8	29.8

**POLICE DEPARTMENT
INVESTIGATIONS BUREAU**

This Bureau investigates major crimes and provides investigative support to the Uniformed Operations Bureau. Specialized units respond to homicide and serious assault, forgery and fraud, arson, and serious motor vehicle accidents. Bureau personnel administer a variety of licenses, and provide family crisis intervention and victim assistance services. The Special Investigation Section conducts narcotics, gambling, and organized crime investigations. The bureau also supports field personnel through crime scene evidence collection, crime pattern analysis, and preparation of court documents.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	9,116,500	8,790,300	-326,200
Employee Years	154.9	152.8	-2.1

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-45,200	4,000	0	0	-600	-284,400	-326,200

Major Change

Two investigators, one from Chief's Office, one from Patrol, are reassigned to Special Investigations	114,800
Reassign third platoon sergeant and related expenses to Administration Bureau	-58,100
Reassign one Police Officer from Investigations to Patrol	-53,300
One Police Officer is reassigned from Investigations to Administration Bureau	-50,700
One-time amendment to fund anti violence initiative does not recur	-42,300
Eliminated one paralegal position	-34,900
Juvenile Justice Grant reductions	-34,200
One-time HUD grant expired	-30,000
Eliminate clerical position due to budget constraints	-25,700
Reduced Juvenile Justice Accountability Grant allocation	-19,600
Transfer handicapped permit function, including one full time position, to City Clerk's Office	-17,900
Special Investigations reduces operational, administrative & miscellaneous expenses due to budget constraints	-16,700
Eliminated on-line subscription service due to budget constraints	-10,800
DNA and other investigative tests will be assumed by Monroe County	-5,000
One Victim Assistance Counselor temporary position is now grant funded with no financial impact	0

COMMAND

The Command activity supervises all Bureau operations, other than the Special Investigation Section.

HOMICIDE – R2010 Campaign #3 - Health, Safety & Responsibility

This activity investigates homicides, suspicious or unexplained deaths, and crimes involving serious physical injury where death may occur. It also investigates all incidents where Department officers fire their weapons in performance of duty.

Program Change

“Cold” case investigations decrease due to vacancies and a reduction in assigned personnel.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Investigations required	67	75	67	67
WORKLOAD				
Investigations conducted				
• Current cases	67	75	67	67
• “Cold” cases	36	36	50	20
RESULTS				
Current and “Cold” cases cleared	21	34	42	42

INVESTIGATIVE SERVICES – R2010 Campaign #3 - Health, Safety & Responsibility

This activity coordinates investigations of arson, forgery, fraud, and serious vehicle accidents, coordinating the efforts of activity personnel with patrol section investigators. It issues a variety of permits and licenses and conducts related investigations and hearings. The activity receives missing persons reports, and coordinates reporting and investigating these incidents. Activity personnel participate in the Impact Team, a joint response to family violence involving personnel from the Monroe County Sheriff's Department, Child Protective Services, the District Attorney, the City School District, and Strong Hospital.

Program Change

Handicapped parking and alarm permit issuance is transferred to City Clerk's Office.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Check and fraud cases assigned	493	500	500	500
Reported child abuse offenses	206	216	400	220
Missing persons reported	2,022	2,030	2,000	2,040
Applications received:				
• Alarm permits (est.)	13,255	14,000	14,000	0
• Licenses (est.)	5,000	5,000	5,000	5,000

**POLICE DEPARTMENT
INVESTIGATIONS BUREAU**

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
WORKLOAD				
Investigations conducted:				
● Checks/Frauds	481	500	500	500
● Accidents	389	400	1,000	1,000
● Arson	418	420	100	420
License applicants investigated (est.)	5,000	5,000	5,000	5,000
Alarm permits processed (est.)	13,255	14,000	14,000	N/A
Handicapped permits processed (est.)	4,400	4,400	4,000	N/A

RESULTS

Arrests

● Forgery & Fraud	264	280	250	280
● Child Abuse	96	100	170	120
● Arson	60	60	30	60

*This activity investigates fleet vehicle accidents involving death or serious injury, major property damage, or extensive potential City liability.

N/A - Not Applicable

FAMILY & VICTIM SERVICES – R2010 Campaign #3 - Health, Safety & Responsibility

This activity provides direct public services through the Family Crisis Intervention Team (FACIT), which assists patrol officers responding to reported family disputes, and the Victim Assistance Unit (VAU), which counsels crime victims and assists them in dealing with the justice system. Unit staff also coordinate the "Restorative Justice" project under the Juvenile Justice Accountability Initiatives Block Grant. Unit costs are partially underwritten by the New York State Crime Victims Board.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
FACIT requests	4,105	4,944	4,850	5,208
WORKLOAD				
FACIT responses	4,105	4,944	4,850	5,208
Victim assistance contacts	5,351	5,200	4,800	5,200
Crime seminars	320	380	360	380

POLICE DEPARTMENT
INVESTIGATIONS BUREAU

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CRIME ANALYSIS – R2010 Campaign #3 - Health, Safety & Responsibility

This activity compiles and analyzes investigative data from field interview forms and reports. The data are used to identify crime patterns and possible suspects, and to develop overall crime-specific strategies for patrol officers and investigators. The activity provides paralegal services in preparation of investigative packages for processing by prosecutors and the courts. Staff meet regularly with investigative coordinators from patrol sections to share information and improve case management. This activity also manages stolen vehicle investigations.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Investigative packages for review	2,280	2,400	2,400	2,500
WORKLOAD				
Part I crimes monitored	16,535	16,732	16,732	16,732
Investigative packages reviewed	2,280	2,400	2,400	2,500
Intake warrant packages prepared	3,494	3,550	3,550	3,800

Part I - Criminal homicide, forcible rape, robbery, assault, burglary, larceny, motor vehicle theft, arson

TECHNICIANS UNIT – R2010 Campaign #3 - Health, Safety & Responsibility

The Technicians Unit obtains evidence from crime scenes and performs evidentiary analyses to identify and convict criminals. Activity personnel utilize photographic and laboratory facilities, as well as inter-agency information networks, to assist investigators in clearing crimes and identifying suspects.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Crime scene assignments	8,954	9,000	9,000	9,000
Reported traffic accidents:	1,300	1,290	628	2,730
• Fatal	27	29	56	58
• Hit and run non-fatal	1,269	1,253	2,564	2,664
• RPD fleet vehicles	4	3	8	8
WORKLOAD				
Fingerprint tests performed (est.)	12,500	12,500	12,500	12,500
Serious incidents processed	51	60	50	60
State Automated Fingerprint Identification System (SAFIS) inquiries	577	600	600	600
Accidents	389	400	1,000	1,000
RESULTS				
Identifications made through fingerprints	303	300	400	300
SAFIS identifications				
• Criminal	169	170	100	170
• Non-criminal	20	20	25	25

**POLICE DEPARTMENT
INVESTIGATIONS BUREAU**

SPECIAL INVESTIGATIONS – R2010 Campaign #3 - Health, Safety & Responsibility

The Special Investigations Section investigates illegal drug activities, vice (particularly organized prostitution, pornography, and gambling), illegal weapons trafficking, and organized crime. This activity provides surveillance and intelligence services in support of investigations by this Department and other law enforcement agencies. Activity personnel work in centrally-managed teams, in field units directed by Patrol Division command, and in joint task forces with Federal, State and local law enforcement agencies.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Investigations requested and opened:				
● Narcotics*	1,956	2,500	2,500	2,500
● Intelligence	46	50	75	75
WORKLOAD				
Search warrants executed				
	471	600	600	600
Cases closed:				
● Narcotics	1,941	2,500	2,500	2,500
● Intelligence	36	40	40	40
● FSU/Gun Unit	195	130	130	130
Interdiction details	47	15	45	45
RESULTS				
Arrests				
	1,456	1,700	1,700	1,700
Total charges				
	2,503	3,500	3,500	3,500
Drugs seized:				
● Cocaine (kilograms)	37.8	20.0	12.0	20.0
● Heroin (grams)	111.5	30.0	26.0	30.0
● Marijuana (kilograms)	410.9	300.0	20.0	300.0
● Designer Drugs/LSD (grams)	6	10	10	10
Weapons seized:				
● Handguns	99	50	50	50
● Shotguns and rifles	87	56	56	56
Vehicles seized				
	21	22	22	22

*Demand indicator reflects only those narcotics complaints referred to Special Investigations; other complaints are referred to patrol sections and NET offices.

POLICE DEPARTMENT
INVESTIGATIONS BUREAU
EXPENDITURE SUMMARY

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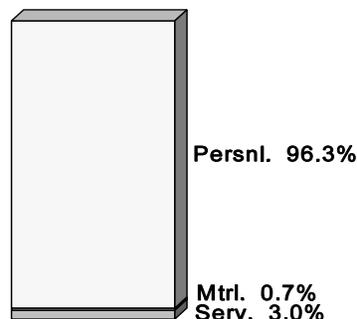
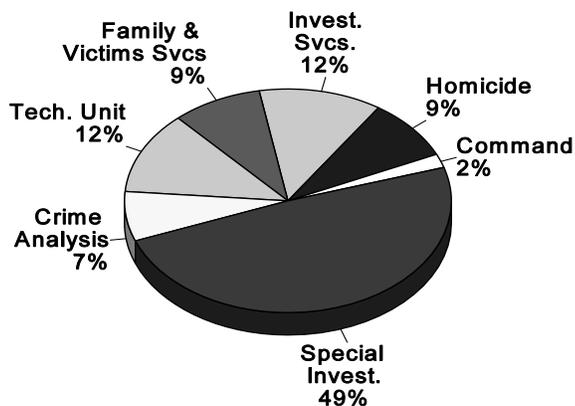
Appropriation by Major Object	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Personnel Expenses	8,459,914	8,751,100	8,659,400	8,462,300
Materials & Supplies	125,373	106,940	102,700	60,300
Services	367,032	352,160	354,400	267,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	8,952,319	9,210,200	9,116,500	8,790,300

Appropriation by Activity

Command	165,786	121,800	210,000	202,200
Homicide	824,862	825,200	864,000	795,900
Investigative Services	794,825	970,800	1,015,600	1,035,100
Family & Victims Services	890,809	1,044,900	878,800	812,200
Crime Analysis	730,642	698,600	820,600	586,600
Technicians Unit	1,032,840	1,025,700	1,056,300	1,026,000
Special Investigations	<u>4,512,555</u>	<u>4,523,200</u>	<u>4,271,200</u>	<u>4,332,300</u>
Total	8,952,319	9,210,200	9,116,500	8,790,300

Employee Years by Activity

Command	2.9	3.0	3.0	2.9
Homicide	11.9	12.8	12.8	11.6
Investigative Services	18.0	18.3	18.3	18.4
Family & Victims Services	21.3	19.0	19.0	21.1
Crime Analysis	13.0	16.8	16.8	13.3
Technicians Unit	18.4	18.2	18.2	18.2
Special Investigations	<u>68.2</u>	<u>66.8</u>	<u>66.8</u>	<u>67.3</u>
Total	153.7	154.9	154.9	152.8



**POLICE DEPARTMENT
INVESTIGATIONS BUREAU
PERSONNEL SUMMARY**

FULL TIME POSITIONS				Command	Homicide	Investigative Services	Family & Victim Services	Crime Analysis	Technicians Unit	Special Investigations
Br.	Title	Budget 2001-02	Approved 2002-03							
95	Police Captain	2	2	1						1
94	Police Lieutenant	4	4	1	1					2
92	Police Sergeant	15	14		1	2		1	1	9
90B	Police Officer (Investigator)	21	23		9	8		1	0	5
90	Police Officer	68	66			4		3	14	45
22	Police Program Coordinator	1	1				1			
20	Victim Services Coordinator	1	1				1			
20	Youth Services Specialist	1	1				1			
20	Executive Assistant	1	1			1				
18	Counseling Specialist	7	7				7			
16	Police Evidence Technician	3	3						3	
14	Police Paralegal	5	4					4		
14	Police Paralegal Bilingual	1	1					1		
14	Victim Assistance Counselor	5	6				6			
11	Clerk I	1	1	1						
11	Secretary	1	1							1
9	Clerk II	4	4			2		1		1
9	Clerk II with Typing	1	1							1
7	Clerk III with Typing	4	3			1	1	1		0
3	Clerk Typist	2	1					1		
EMPLOYEE YEARS										
	Full Time	148.0	145.0	3.0	11.0	18.0	17.0	13.0	18.0	65.0
	Overtime	6.4	5.9	0.0	0.8	0.2	0.5	0.5	0.5	3.4
	Part Time, Temporary, Seasonal	3.3	3.9	0.0	0.0	0.2	3.7	0.0	0.0	0.0
	Less: Vacancy Allowance	2.8	2.0	0.1	0.2	0.0	0.1	0.2	0.3	1.1
	Total	154.9	152.8	2.9	11.6	18.4	21.1	13.3	18.2	67.3

**POLICE DEPARTMENT
ADMINISTRATION BUREAU**

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The Administration Bureau provides administrative support to the Department in carrying out its mission. Bureau functions include maintenance of central records, personnel and budget administration, fleet management, central stores operation, and employee recruitment and training. Property clerk and auto pound staff receive, safeguard and dispose of recovered property and impounded vehicles. The Animal Services activity enforces animal control laws and maintains a shelter for impounded animals. The Bureau operates a photo processing lab serving other City and regional agencies, as well as the Department. At the Headquarters Desk, Bureau personnel conduct record checks, receive complaints and warrant requests, print court dockets, provide fingerprinting services, access and supply copies of public records, and answer inquiries regarding police and court activities. The Call Reduction unit operates the 311 non-emergency phone facility, as well as several specific informational "hot lines" and prepares Tele-Serve police reports, reducing workload on field personnel.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	9,714,700	9,250,800	-463,900
Employee Years	154.1	136.3	-17.8

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
36,200	46,100	-161,900	0	-15,600	-368,700	-463,900

Program Change

One captain is reassigned from Tech Support to Professional Development with no financial impact.

One clerk III with typing is reassigned to vacant position in Technical Support with no financial impact.

Major Change

Reduction in Police Officer overhire due to budget constraints	-164,500
Reduction in hours allocated to Public Safety Aid program due to completion of COPS More 98 Grant	-71,800
Completion of cash match for COPS 311 Grant	-62,900
One sergeant reassigned from Investigations to 311 Unit	58,100
Humane Society professional services contract increased to reflect new pre-adoption spay/neuter services and offset by fee increases	52,000
One police officer reassigned from Patrol to Professional Development	50,700
Eliminated two animal control positions due to budget constraints	-49,300
Productivity reduces expense	-48,200
One time amendment to fund anti violence initiative does not recur	-30,500
Increase in equipment and ammunition due to conversion to 45 caliber weapons	28,300
Elimination of one lot attendant position due to budget constraints	-25,500
Elimination of one clerk due to budget constraints.	-25,500
Elimination of one Police Information Clerk due to budget constraints	-25,500
Administrative, supplies, and miscellaneous expenses reduced due to budget constraints	-17,000
Recruitment costs increase	13,900
Overtime reduced due to smaller training classes	-11,500

**POLICE DEPARTMENT
ADMINISTRATION BUREAU**

Major Change

Reduction in equipment maintenance costs due to budget constraints	-10,900
Reduce advertising costs due to budget constraints	-10,600
COPS Racial Profiling grant carry over reduction	-8,300
Efficiencies in photo supply usage due to new equipment	-8,100
Reduction in travel/training	-1,600

TECHNICAL SUPPORT

This activity comprises a variety of functions relating to resource and records management Included are the property room and the auto pound, which receive evidentiary items, recovered property, and impounded vehicles; these are stored, accessed as needed, and returned to their owners, auctioned, or otherwise disposed of. Firearms received are examined by a sworn specialist. Fleet management services include purchase, assignment and evaluation of Departmental motor equipment, in cooperation with the repair facilities of the Department of Environmental Services. The Quartermaster maintains inventories of uniforms, equipment and supplies, and coordinates purchase and issuance. The Headquarters and Records unit houses criminal and accident records, and conducts manual and automated record and warrant checks, using both local files and the state-wide New York State Police Information Network (NYSPIN) system. It also provides central duplication services, responds to walk-up complaints and information requests, and issues copies of reports as legally required. The Photo Lab processes photographs for evidentiary and identification purposes. The Call Reduction Unit takes police reports over the phone, using the 311 non-emergency response number, and administers "hot lines" to receive citizen information. The Identification Unit takes fingerprints and maintains manual and automated photograph and fingerprint files.

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Property lots acquired	14,316	15,300	15,000	15,300
Vehicles impounded	10,090	10,900	9,900	10,900
Firearms referred for investigation	965	1,200	1,000	1,200
Information requests received	340,100	370,000	350,000	370,000
Accident reports submitted	8,300	5,000	13,000	10,000
Subpoena requests (DA's Office)	9,000	10,000	6,500	10,000
Warrants referred for service	8,050	9,500	9,000	9,000
Rolls of film submitted for processing	7,800	10,000	11,000	11,000
Fingerprinting requests	3,300	2,800	3,300	3,300
Freedom of Information Law (FOIL) requests	537	580	580	580
WORKLOAD				
Property lots disposed	9,500	9,500	9,300	9,500
Auctions conducted:				
● Automobiles	26	26	26	26
● Other property	3	3	3	3
Vehicles disposed of:				
● Released to owner	6,790	6,900	6,700	6,800
● Sold at auction	1,960	2,100	1,900	2,200
● Sold for salvage	1,340	1,900	1,400	1,900
Firearms disposed of:				
● Released to owner	315	350	400	400
● Destroyed	177	700	600	800
Arrest reports entered	48,283	49,500	38,000	50,000
Dispositions posted	33,730	34,000	36,000	36,000

POLICE DEPARTMENT
ADMINISTRATION BUREAU

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Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
Bail postings accepted	4,476	5,000	5,000	5,000
Records sealed	8,000	10,500	6,500	10,000
Uniform Traffic Summons processed	36,000	40,000	40,000	40,000
Subpoenas processed (DA's)	9,000	10,000	6,500	10,000
Warrant letters sent	6,200	6,500	7,000	7,000
Court notifications processed	130	200	350	200
Photo prints processed:				
• City departments	113,000	134,500	134,500	134,500
• Non-City agencies	23,000	30,000	34,840	30,000
• Mug shots printed	527	450	250	450
Fingerprint cards processed:				
• Pistol permits	1,240	1,500	1,000	1,500
• Job applicants, immigration, and other	2,125	2,300	1,300	2,300
• Parolees	1,150	1,130	1,350	1,200
• Deceased records	663	670	650	650
• Court prints	2,439	2,500	4,700	2,500
FOIL requests processed	537	580	580	580
Court Services:				
• Subpoenas received	506	500	500	500
• Subpoenas processed	506	500	500	500

N/A - Not Applicable

ANIMAL SERVICES – R2010 Campaign #3 - Health, Safety & Responsibility

This activity responds to animal-related complaints, impounding unleashed or stray pets, issuing summonses for unlicensed dogs, and dealing with injured or dangerous animals. It makes unclaimed dogs and cats available for public adoption, in accordance with current City policies, and enforces laws against vicious dogs. The animal shelter, located at 184 Verona Street, provides housing and veterinary care for impounded animals; abandoned or injured animals are euthanized after a specified holding period. Activity personnel also assist Departmental patrol and investigative officers in dealing with situations involving animals.

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
Service requests	19,883	25,000	25,000	20,000
WORKLOAD				
Dogs impounded	4,169	4,500	4,800	4,200
Cats impounded	2,715	2,300	2,800	2,800
Tickets issued	1,462	2,300	2,300	1,600
RESULTS				
Dogs redeemed and adopted	1,974	2,000	2,000	2,100
Dogs euthanized	2,117	2,500	2,800	2,100
Cats redeemed and adopted	593	600	600	600
Cats euthanized	1,980	1,700	2,500	2,200

**POLICE DEPARTMENT
ADMINISTRATION BUREAU**

PROFESSIONAL DEVELOPMENT

This unit administers the department's training programs, including the recruit academy and in-service training. Activity staff manage indoor and outdoor firing ranges, and provide training in vehicle operation, non-lethal weapons, defensive tactics, crisis intervention, and investigative skills. The activity recruits applicants for the Police Officer examination, and coordinates physical and psychological testing of recruit candidates, as well as background investigations for recruits and other candidates for Department employment. In addition, Professional Development provides media production and graphic arts services, and designs career development training for supervisors and non-sworn personnel. The activity also coordinates the Department's volunteer and internship programs and a series of Citizens' Police Academies for community leaders.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Recruit training slots	67	25	25	25
Lateral transfers accepted	1	5	5	5
Personnel requiring in-service training:				
● Sworn	708	**	708	708
● Non-sworn	145	**	182	182
Applicants for Police Officer exam	1,566	1,480	2,000	1,500
WORKLOAD				
Training sessions held	589	438	700	700
Total attendees	4,220	3,545	4,000	4,000
In-service training hours	46,465	46,628	45,000	47,500
Counseling sessions - Officer Assistance Program	286	167	300	**
Background investigations conducted	212	186	200	200
RESULTS				
New officers trained:				
● Academy	58	30	30	30
● Field Training	67	30	30	30

** - Not Available

BUDGET & PERSONNEL

This unit provides central financial and personnel management for the Department, including budget preparation, job classification, hiring and promotion, payroll, purchasing, contract administration, and maintenance of related records. It reviews all claims, requisitions and contracts, and purchases central supplies and services.

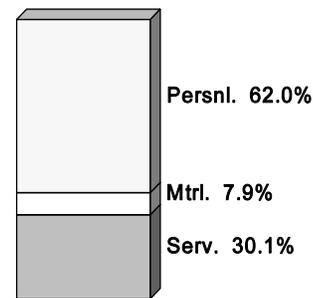
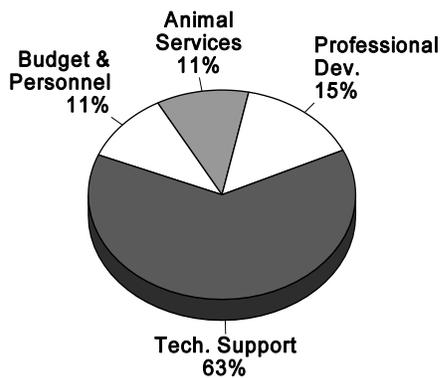
POLICE DEPARTMENT
ADMINISTRATION BUREAU
EXPENDITURE SUMMARY

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	Actual 2000-01	Estimated 2001-02	Amended 2001-02	Approved 2002-03
Appropriation by Major Object				
Personnel Expenses	6,576,736	5,850,000	5,993,900	5,733,400
Materials & Supplies	682,910	720,100	722,100	734,400
Services	2,733,919	3,065,400	2,998,700	2,783,000
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	9,993,565	9,635,500	9,714,700	9,250,800

Appropriation by Activity				
Technical Support	5,841,382	6,238,500	6,316,100	5,896,400
Animal Services	822,655	908,600	969,700	985,700
Professional Development	2,317,658	1,493,600	1,412,100	1,385,300
Budget & Personnel	<u>1,011,870</u>	<u>994,800</u>	<u>1,016,800</u>	<u>983,400</u>
Total	9,993,565	9,635,500	9,714,700	9,250,800

Employee Years by Activity				
Technical Support	78.5	105.5	105.5	89.0
Animal Services	21.8	26.7	26.7	24.5
Professional Development	14.0	15.4	15.4	16.4
Budget & Personnel	<u>5.6</u>	<u>6.5</u>	<u>6.5</u>	<u>6.4</u>
Total	119.9	154.1	154.1	136.3



**POLICE DEPARTMENT
ADMINISTRATION BUREAU
PERSONNEL SUMMARY**

FULL TIME POSITIONS				Technical Support	Animal Services	Professional Development	Budget & Personnel
Br.	Title	Budget 2001-02	Approved 2002-03				
95	Police Captain	1	1			1	
94	Police Lieutenant	2	2	1		1	
92	Police Sergeant	7	8	5		3	
90	Police Officer	29	30	24		6	
26	Associate Administrative Analyst	1	1				1
26	Director of Animal Services	1	1		1		
26	Manager of Police Property	1	1	1			
18	Supervisor of Animal Control	1	1		1		
16	Administrative Assistant	1	1				1
16	Animal Shelter Manager	1	1		1		
16	Senior Property Clerk	3	3	3			
16	Supervisor Police Photo Lab	1	1	1			
15	Graphic Artist	1	1			1	
15	Volunteer Coordinator	1	1			1	
14	Assistant Supervisor of Animal Control	2	2		2		
12	Animal Control Officer	11	10		10		
11	Assistant Shelter Manager	1	1		1		
11	Police Identification Tech.-Trick	4	4	4			
11	Senior Photo Lab Technician	1	1	1			
11	Lead Police Information Clerk	3	3	3			
10	Sr. Finance Clerk	1	1				1
9	Clerk II	3	3	2			1
9	Clerk II with Typing	5	5	3		1	1
9	Lot Attendant	7	6	6			
9	Police Information Clerk	17	16	16			
9	Property Clerk-Trick	5	5	5			
8	Photo Lab Technician	1	1	1			
7	Clerk III with Typing	5	6	4		1	1
7	Clerk III	1	0				
3	Clerk Typist	6	5	4		1	
2	Animal Care Technician	8	7		7		
EMPLOYEE YEARS							
Full Time		132.0	129.0	84.0	24.0	15.0	6.0
Overtime		3.7	3.9	2.0	0.6	1.2	0.1
Part Time, Temporary, Seasonal		21.0	5.4	4.4	0.4	0.2	0.4
Less: Vacancy Allowance		<u>2.6</u>	<u>2.0</u>	<u>1.4</u>	<u>0.5</u>	<u>0.0</u>	<u>0.1</u>
Total		154.1	136.3	89.0	24.5	16.4	6.4

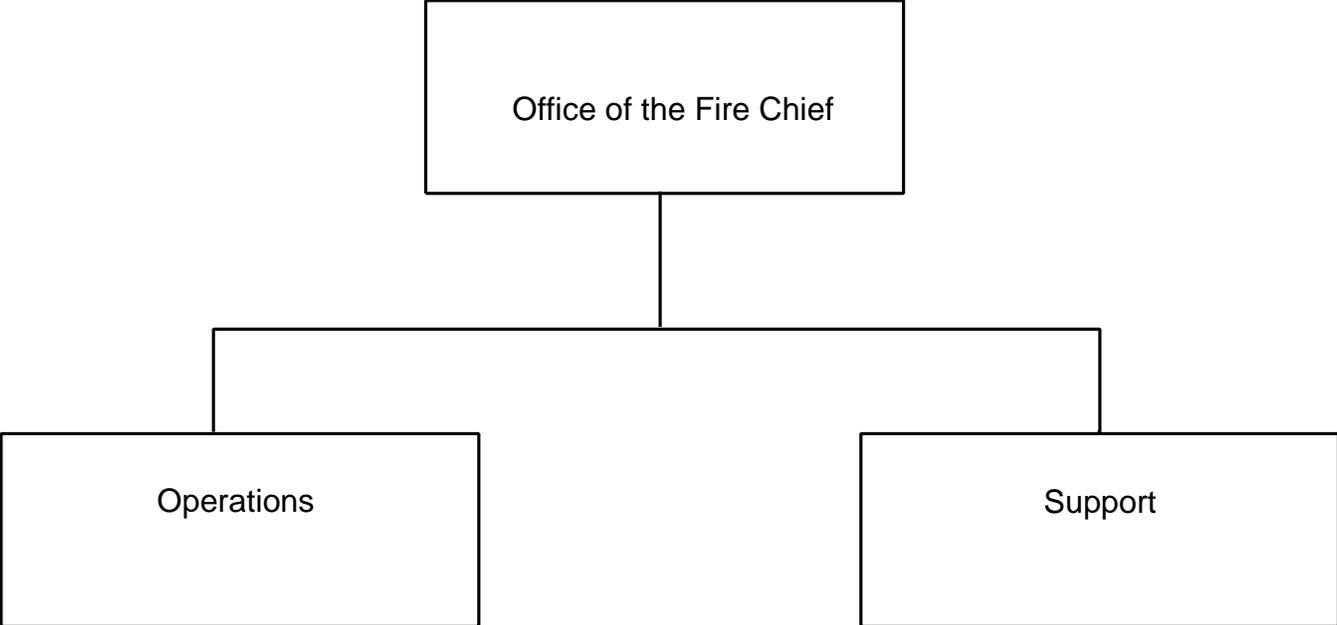
Purpose

The Fire Department is a public safety organization that provides rapid response services in the event of fire, medical emergencies, technical rescues, hazardous material incidents, and other emergency and non-emergency incidents that may occur within the community.

The Department enhances the quality of life and the safety of the citizens that it serves through public education and code compliance programs.

Organization

The Fire Department contains the Office of the Fire Chief, Operations, and Support.



FIRE DEPARTMENT

Highlights of the Department's 2002-03 work program are presented below. Additional information for each bureau is included in the sections that follow.

Bureau	Highlights	R2010 Campaigns Supported	Projected Completion
Office of the Chief	Review fire station location study findings and develop implementation plan	#3 - Health, Safety & Responsibility #7 - Quality Service #9 - Healthy Urban Neighborhoods	Fourth Quarter
Operations	Administer New York State Department of Motor Vehicles child passenger seat safety-check program	#3 - Health, Safety & Responsibility #5 - Regional Partnerships	Fourth Quarter
Support	Expand Citizen Emergency Response Team (CERT) training program to additional neighborhood organizations	#1 - Involved Citizens #3 - Health, Safety & Responsibility #9 - Healthy Urban Neighborhoods	Second Quarter

Year-to-Year Comparison

	Budget <u>2001-02</u>	Budget <u>2002-03</u>	<u>Change</u>	<u>Percent Change</u>
Office of the Fire Chief	1,360,700	1,426,700	66,000	4.9%
Operations	31,419,100	32,896,000	1,476,900	4.7%
Support	<u>3,232,100</u>	<u>3,477,700</u>	<u>245,600</u>	7.6%
Total	36,011,900	37,800,400	1,788,500	5.0%
Employee Years	584.7	578.1	-6.6	-1.1%

Change Detail

Salary & Wage <u>Adjustment</u>	General <u>Inflation</u>	<u>Chargebacks</u>	Vacancy <u>Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
1,747,800	35,600	-66,800	0	23,300	48,600	1,788,500

Major Change

Funding is added to provide annual firefighter in-service training through the Public Safety Training Facility (PSTF) to reduce the City's overall share of PSTF operating expense	409,500
Six uniformed positions are eliminated due to budget constraints	-363,800
Grant funding for the Metropolitan Medical Response System (MMRS) is reduced as the contract enters the final phase	-145,700
Funds increase to support overtime expense resulting from expected military leave absences	87,000

Additional information for each bureau is provided in the sections that follow

Assignment of Authorized Positions
1993-94 to 2002-03

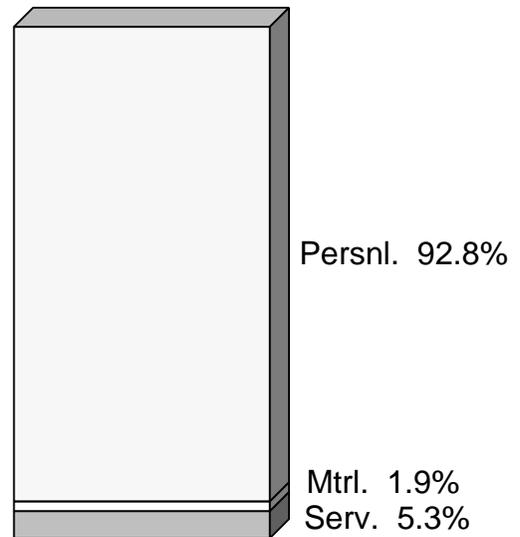
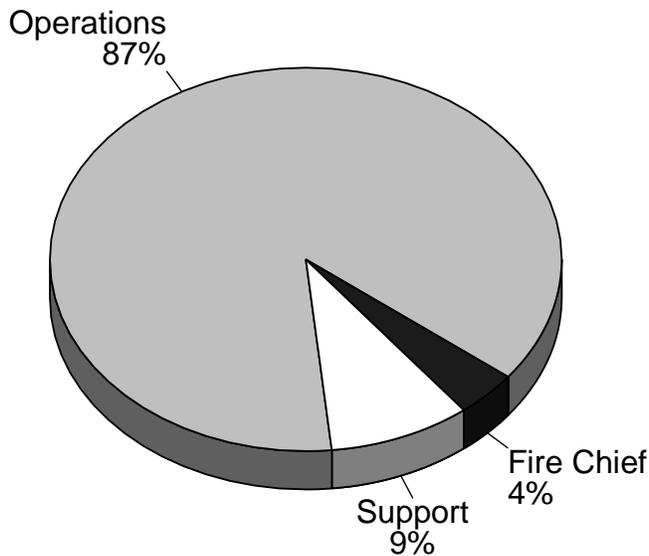
<u>Year</u>	Office of the Chief & Support			Operations			Department		
	<u>Uniform</u>	<u>Civilian</u>	<u>Total</u>	<u>Uniform</u>	<u>Civilian</u>	<u>Total</u>	<u>Uniform</u>	<u>Civilian</u>	<u>Total</u>
2002-03	30	21	51	499	7	506	529	28	557
2001-02	31	22	53	504	7	511	535	29	564
2000-01	25	21	46	506	7	513	531	28	559
1999-2000	26	21	47	521	7	528	547	28	575
1998-99	26	22	48	516	7	523	542	29	571
1997-98	19	20	39	514	7	521	533	27	560
1996-97	17	18	35	509	7	516	526	25	551
1995-96	17	18	35	501	7	508	518	25	543
1994-95	17	18	35	501	7	508	518	25	543
1993-94	18	18	36	508	7	515	526	25	551

FIRE DEPARTMENT EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	32,350,060	33,665,200	33,520,000	35,088,500
Materials & Supplies	534,798	802,600	809,000	711,000
Services	1,265,566	1,499,700	1,682,900	2,000,900
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	34,150,424	35,967,500	36,011,900	37,800,400

Appropriation by Activity				
Office of the Fire Chief	1,191,827	1,232,500	1,360,700	1,426,700
Operations	30,635,780	31,666,700	31,419,100	32,896,000
Support	<u>2,322,817</u>	<u>3,068,300</u>	<u>3,232,100</u>	<u>3,477,700</u>
Total	34,150,424	35,967,500	36,011,900	37,800,400

Employee Years by Activity				
Office of the Fire Chief	20.8	19.7	21.6	20.4
Operations	545.3	528.2	521.8	518.0
Support	<u>39.5</u>	<u>39.0</u>	<u>41.3</u>	<u>39.7</u>
Total	605.6	586.9	584.7	578.1



FIRE DEPARTMENT
OFFICE OF THE FIRE CHIEF

The Office of the Fire Chief includes the Chief's Office, which manages the Fire & Rescue Department, and Planning and Research, which provides analytical support to the Fire Chief.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Implement name change to Rochester Fire & Rescue Department	#3 - Health, Safety & Responsibility	First Quarter
Coordinate with Neighbors Building Neighborhoods (NBN) sectors and advocates for the deaf to improve fire safety for the hearing-impaired community	#1 - Involved Citizens #3 - Health, Safety & Responsibility #5 - Regional Partnerships	Third Quarter
Review and develop response to results of customer satisfaction survey	#3 - Health, Safety & Responsibility #7 - Quality Service	Fourth Quarter
Obtain new records management system and coordinate its phased implementation	#3 - Health, Safety & Responsibility #5 - Regional Partnerships	Fourth Quarter
Review fire station location study findings and develop implementation plan	#3 - Health, Safety & Responsibility #7 - Quality Service #9 - Healthy Urban Neighborhoods	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	1,360,700	1,426,700	66,000
Employee Years	21.6	20.4	-1.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
41,900	4,400	1,900	0	39,700	-21,900	66,000

Major Change

Funding is provided for materials, equipment, and personnel expense to administer an entry-level Firefighter exam	81,600
Purchase of apparatus deployment software in 2001-02 that will not recur is partially offset by funds added to cover maintenance agreement	-71,000
A Firefighter position in the Chief's Office is eliminated due to budget constraints	-59,300
A one-time budget reduction in 2001-02 does not recur	18,400
A Captain currently serving as the Public Information Officer replaces a Lieutenant transferring to the Supply Depot	8,400

FIRE DEPARTMENT
OFFICE OF THE FIRE CHIEF

CHIEF'S OFFICE

The Chief's Office manages the Department; establishes personnel standards, policies, and work schedules; reviews operations and performance; and carries out public relations. The activity also manages personnel, orders supplies, coordinates the Department's annual budget request, and controls general fiscal matters.

PLANNING & RESEARCH

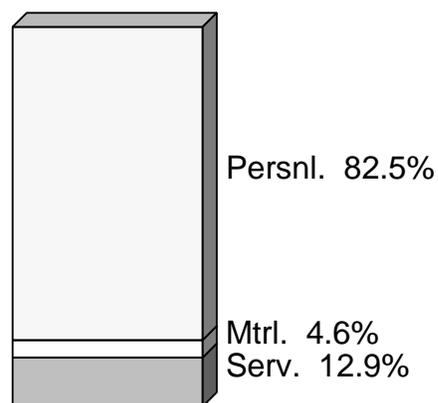
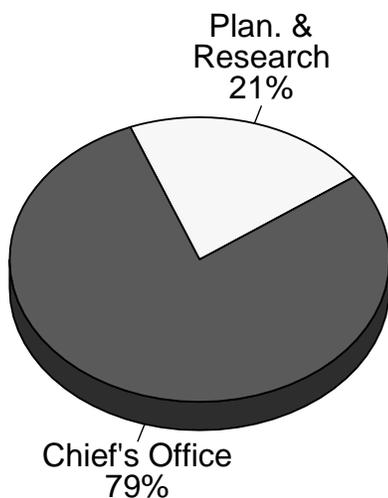
This activity analyzes operations and reporting systems, evaluates programs, develops recommendations for modifying procedures, and assists in implementing new methods and techniques. It also oversees all phases of information technology and acts as liaison with the City's Department of Finance, Bureau of Information Systems and the Emergency Communications Department.

Program Change

Programmer position transfers to Finance, however funding remains with the Fire Department

FIRE DEPARTMENT
OFFICE OF THE FIRE CHIEF
EXPENDITURE SUMMARY

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,067,907	1,033,000	1,121,200	1,177,200
Materials & Supplies	25,093	33,900	36,100	66,100
Services	98,827	165,600	203,400	183,400
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,191,827	1,232,500	1,360,700	1,426,700
Appropriation by Activity				
Chief's Office	953,961	897,200	969,200	1,133,400
Planning and Research	<u>237,866</u>	<u>335,300</u>	<u>391,500</u>	<u>293,300</u>
Total	1,191,827	1,232,500	1,360,700	1,426,700
Employee Years by Activity				
Chief's Office	17.3	15.5	16.5	17.3
Planning and Research	<u>3.5</u>	<u>4.2</u>	<u>5.1</u>	<u>3.1</u>
Total	20.8	19.7	21.6	20.4



FIRE DEPARTMENT
OFFICE OF THE FIRE CHIEF
PERSONNEL SUMMARY

FULL TIME POSITIONS				Chief's Office	Planning & Research
Br.	Title	Budget 2001-02	Approved 2002-03		
36	Fire Chief	1	1	1	
87	Executive Deputy Fire Chief	1	1	1	
84	Fire Captain	1	2	1	1
82	Fire Lieutenant	2	1		1
80	Firefighter	5	4	4	
29	Principal Staff Assistant	0	1	1	
25	Programmer Analyst	1	0		
24	Case Manager	1	1	1	
24	Senior Administrative Analyst	1	0		
18	Secretary to the Chief	1	1	1	
18	Senior Television Technician	1	1	1	
16	Administrative Assistant	2	2	1	1
9	Clerk II	3	3	3	
7	Clerk III with Typing	1	1	1	
EMPLOYEE YEARS					
Full Time		21.0	19.0	16.0	3.0
Overtime		0.6	1.4	1.3	0.1
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		21.6	20.4	17.3	3.1

**FIRE DEPARTMENT
OPERATIONS**

Operations has two basic functions: line operations and fire safety. Line operations suppresses fires and responds with personnel and firefighting apparatus to emergency medical and other non-emergency situations. Fire safety assures compliance with the City fire code by regular inspections of residential, commercial, industrial, and institutional sites. Fire scenes are investigated to determine cause, and fire safety and education activities are conducted through the Community Relations & Education Unit (CREU).

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Certify Code Enforcement personnel in new International Fire Code	#3 - Health, Safety & Responsibility #7 - Quality Service	First Quarter
Implement the Child Check Smoke Detector Program in schools	#2 - Educational Excellence #3 - Health, Safety & Responsibility	Third Quarter
Administer New York State Department of Motor Vehicles child passenger seat safety-check program	#3 - Health, Safety & Responsibility #5 - Regional Partnerships	Fourth Quarter
Establish a Juvenile Task Force to combat juvenile fire activity with assistance from the Monroe County Fire Bureau	#3 - Health, Safety & Responsibility #5 - Regional Partnerships	Fourth Quarter
Develop and distribute a "Before the Inspector Arrives" inspection pamphlet	#3 - Health, Safety & Responsibility #9 - Healthy Urban Neighborhoods	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	31,419,100	32,896,000	1,476,900
Employee Years	521.8	518.0	-3.8

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
1,629,900	21,800	-48,700	0	-3,400	-122,700	1,476,900

Major Change

Four vacant Firefighter positions are eliminated from Suppression due to budget constraints	-237,200
Funds increase to support overtime expense resulting from expected military leave absences	87,000
A Lieutenant position is eliminated from the Fire Safety division of Code Enforcement due to budget constraints	-67,300
Allocation provided for annual physical exams and medical testing is transferred from Training	60,000
A Battalion Chief replaces a vacant Firefighter position in Sick and Injured	25,800
A one-time budget reduction in 2001-02 does not recur	9,000

FIRE DEPARTMENT OPERATIONS

SUPPRESSION – R2010 Campaign #3 - Health, Safety & Responsibility

Suppression fights fires, provides emergency medical service, and responds to and mitigates other emergency and non-emergency incidents. It utilizes nine quint-midi companies, eight engine companies, and one heavy rescue unit. These forces respond from sixteen fire stations strategically located throughout Rochester.

The activity responds to fire incidents, performs rescues, and also controls hazardous materials that threaten public safety with a specialized Hazardous Materials Response Team. All fire company personnel continue to train as Certified First Responders and Emergency Medical Technicians, and provide emergency medical services in conjunction with the contracted ambulance service provider. When not engaged in firefighting, the activity performs code enforcement inspections, participates in training, and operates public education programs in cooperation with the Community Relations & Education Unit (CREU).

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
DEMAND				
City parcels (Homestead)	56,087	56,087	56,100	56,087
City parcels (Non-Homestead)	<u>11,417</u>	<u>11,413</u>	<u>11,600</u>	<u>11,413</u>
Total Parcels	67,504	67,500	67,700	67,500
Hydrants	7,468	7,287	7,456	7,287
WORKLOAD				
● Structure fire incidents	880	880	950	880
● Other fire incidents	914	1,050	1,150	1,050
● Emergency Medical incidents	9,736	10,250	10,250	10,250
● Other incidents	11,268	11,580	11,500	11,580
● False Alarm incidents	<u>3,520</u>	<u>3,600</u>	<u>3,800</u>	<u>3,600</u>
Total incidents	26,318	27,360	27,650	27,360
Fire safety inspections	7,025	7,500	8,250	8,000
Hydrant inspections	7,468	7,287	7,456	7,287
RESULTS				
Unit Responses to structure fire incidents	4,307	4,195	4,700	4,400
Unit Responses to other fire incidents	1,787	1,940	2,300	2,140
Unit Responses to emergency medical incidents	11,369	11,670	11,565	11,670
Unit Responses to false alarm incidents	5,942	5,845	6,055	6,045
Unit Responses to other incidents	<u>19,621</u>	<u>19,435</u>	<u>21,500</u>	<u>19,760</u>
Total Unit Responses	43,026	43,085	46,120	44,015

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
Unit Responses by Fire Station and Unit				
● 272 Allen Street (Quint 8, Midi 8)	3,649	3,635	4,310	4,200
● 185 N. Chestnut St (Engine 17, Rescue 11)	3,607	3,660	3,800	3,660
● 1207 N. Clinton Ave (Quint 6, Midi 6)	4,175	4,180	4,445	4,180
● 1477 Dewey Ave (Quint 2, Midi 2, Engine 10)	3,729	3,760	3,825	3,760
● 1051 Emerson St (Engine 3)	1,157	1,150	1,200	1,150
● 57 Gardiner Ave (Quint 5, Midi 5)	3,053	3,035	3,350	3,035
● 873 Genesee St (Engine 7)	1,685	1,685	1,800	1,685
● 740 N Goodman St (Quint 7, Midi 7)	3,973	4,000	4,225	4,000
● 704 Hudson Ave (Engine 16)	2,942	2,945	3,100	2,945
● 4090 Lake Ave (Quint 1, Midi 1)	1,226	1,200	1,230	1,200
● 450 Lyell Ave (Engine 5)	2,549	2,445	2,500	2,445
● 315 Monroe Ave (Quint 9, Midi 9)	4,115	4,105	4,390	4,220
● 640 Plymouth Ave (Engine 13)	1,429	1,475	1,625	1,475
● 1281 South Ave (Quint 3, Midi 3)	2,051	2,075	2,325	2,250
● 977 University Ave (Quint 4, Midi 4)	2,502	2,575	2,760	2,650
● 160 Wisconson St (Engine 12)	<u>1,183</u>	<u>1,160</u>	<u>1,235</u>	<u>1,160</u>
Total Unit Responses	43,025	43,085	46,120	44,015
EFFICIENCY				
Unit Responses per Multiple Unit Station (avg.)	3,208	3,223	3,466	3,316
Unit Responses per Single Unit Station (avg.)	1,824	1,810	1,910	1,810
Average Fire Safety Inspections per Unit	260	278	306	296
Average Hydrant Inspections per Unit	277	270	276	270

PROTECTIVES – R2010 Campaign #3 - Health, Safety & Responsibility

This activity supports Protective Services Incorporated, a volunteer organization. These volunteers respond to fire alarms to safeguard property. They use a City fire vehicle, tarpaulins, fans, pumps, and other equipment. Four City Firefighters are assigned to this activity to drive and assist at the scene.

SICK & INJURED

Payments to disabled but not yet retired firefighters are included in this activity, as well as personnel on long-term sick or injured status. Before 1978, under New York State law and City Charter, firefighters who were disabled in the line of duty were entitled to full salary and benefits for life and did not have to apply for disability. The New York State law was amended in 1978 to require such firefighters to retire at the mandatory retirement age with the Fire Chief authorized to apply for a disability retirement on their behalf for accidental disability from the State Retirement System. If the applications are granted, the City must pay the difference between the disability retirement benefit and the full salary amount until the mandatory retirement age of seventy is reached.

FIRE DEPARTMENT OPERATIONS

FIRE COMMUNICATIONS

This unit maintains Rochester's radio fire alarm system. The system includes street alarm boxes for public use and master boxes providing automatic transmission from alarm systems in City schools, hospitals, nursing homes, and several industries. The unit maintains the central station receiver located in the Emergency Communications Center. It also programs digital communications equipment for the Department, and provides liaison with the Monroe County Fire Communications activity.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Alarm boxes	175	175	175	175
Master consoles	3	3	3	3
Pagers	40	40	40	40
Portable & mobile units	286	286	286	296
WORKLOAD				
Box tests performed	804	1,050	1,050	1,050
Repairs required	350	400	400	400
RESULTS				
Repairs completed	350	400	400	400

CODE ENFORCEMENT – R2010 Campaign #3 - Health, Safety & Responsibility

Code Enforcement inspects residential, commercial, industrial, and institutional properties, seeking out violations of the Fire Prevention Code liable to cause fire and endanger life and property. The activity also responds to citizen complaints concerning potential code violations. Code Enforcement, in conjunction with Community Development, reviews new construction plans to ensure code compliance and provide technical assistance to developers. It also inspects properties that are in the process of receiving Certificates of Occupancy and entertainment licenses. This unit will continue to coordinate its efforts with Neighborhood Empowerment Team (NET) offices. Code Enforcement also works with the NET offices in "Operation Uplift", enforcing conformance with the City's municipal code. If a Certificate of Occupancy inspection has been conducted within the past 12 months, the Fire & Rescue Department does not reinspect. Fire companies conduct reinspections in an attempt to resolve the situation without making referral to Code Enforcement. Non-life-threatening safety violation reinspections are performed by the Fire Companies and are not referred to Code Enforcement.

Code Enforcement conducts educational programs to develop public awareness of fire and fire safety, including Fire Prevention Week activities. The Community Relations & Education Unit (CREU) promotes fire safety to at-risk groups including pre-school children, the elderly, office personnel, and others.

The unit issues permits for maintaining, storing, handling, and transporting hazardous materials and inspects vehicles, buildings, and storage places to be used. Code Enforcement maintains an information file on structures that records inspections, permit issuance, and fire prevention measures.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Examination requests	21	30	75	40
Permit requests	1,702	1,775	1,700	1,750
Violation referrals from Suppression	1,640	1,690	1,700	1,700
Construction plans submitted for review	406	410	400	420
Alarm test requests	379	375	325	385
School inspection requests	94	94	90	94

**FIRE DEPARTMENT
OPERATIONS**

10-13

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
WORKLOAD				
Permits issued*	3,347	3,500	3,500	3,550
Premises inspected for permits	1,702	1,775	1,700	1,750
Violations issued from permit inspections	4,960	5,000	5,000	5,000
Inspection of Suppression referrals	1,481	1,550	1,500	1,550
Appearance tickets issued	457	600	900	500
Fire System Tests (hours)	465	500	400	475
Reinspections	2,009	2,200	2,100	2,200
Referrals to other City departments resulting from inspections	890	900	950	950
Plans reviewed	380	400	350	400
School fire safety programs requested	94	94	90	94
License inspections	615	650	600	700
CREU presentations requested	625	650	625	650
RESULTS				
CREU contacts made	19,661	20,000	20,000	20,000
CREU presentations made	625	650	625	650
Parking violations issued	1,616	1,200	900	900
Court time required for appearance tickets (hours)	407	500	500	500
School fire safety programs conducted	94	94	90	94

*Permits issued may be multiples. Many projects require more than one permit.

FIRE INVESTIGATION – R2010 Campaign #3 - Health, Safety & Responsibility

This unit investigates all structure fires. It surveys fire scenes to determine ignition sequence and fire development and conducts interviews with witnesses and victims. If Fire Investigation staff determine that an incident was caused by arson, it interrogates suspects and makes arrests. The activity also includes the Fire Related Youth Juvenile Program (FRY) that investigates juvenile firesetter incidents. FRY personnel perform educational interventions with juveniles and primary caregivers.

Program Change

Tracking of Freedom of Information Law requests (FOIL) began in 2001-02.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Initial fire investigations required	1,047	1,175	975	1,025
Freedom of Information Requests (FOIL)	N/A	466	N/A	450
WORKLOAD				
Initial investigations conducted	1,047	1,176	975	1,025
Follow-up investigations	250	220	250	230
Incendiary investigations	382	376	400	390
Juvenile incidents	276	314	280	285
FOIL requests processed	N/A	466	N/A	450

FIRE DEPARTMENT
OPERATIONS

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
RESULTS				
Fire investigations closed	441	528	500	460
Preventable fire incidents	265	246	260	250
Juvenile contacts	384	458	320	360
Parking tickets issued	600	180	650	300
Code Enforcement violations cited	20	15	30	25
Arrests:				
● Adult	29	46	40	40
● Juvenile	25	24	40	40

N/A - Not Applicable

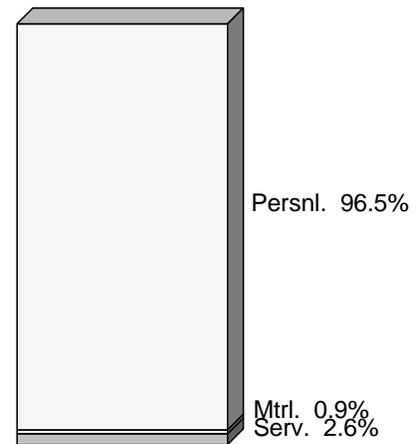
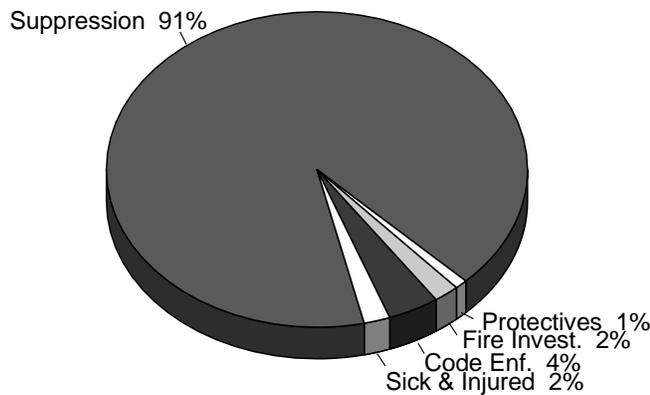
**FIRE DEPARTMENT
OPERATIONS
EXPENDITURE SUMMARY**

10-15

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	29,562,506	30,629,100	30,316,900	31,764,100
Materials & Supplies	261,209	275,400	282,600	292,100
Services	812,065	762,200	819,600	839,800
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	30,635,780	31,666,700	31,419,100	32,896,000

Appropriation by Activity				
Suppression	27,920,687	28,694,300	28,418,900	29,815,500
Protectives	284,816	286,300	272,900	288,500
Sick & Injured	292,488	447,200	527,200	562,300
Fire Communications	82,656	87,700	88,500	86,900
Code Enforcement	1,205,430	1,361,000	1,336,300	1,344,100
Fire Investigation	<u>849,703</u>	<u>790,200</u>	<u>775,300</u>	<u>798,700</u>
Total	30,635,780	31,666,700	31,419,100	32,896,000

Employee Years by Activity				
Suppression	497.2	477.9	471.2	468.4
Protectives	4.4	4.3	4.1	4.1
Sick & Injured	4.7	6.8	8.0	8.0
Fire Communications	1.5	1.4	1.4	1.4
Code Enforcement	21.2	23.1	22.7	21.7
Fire Investigation	<u>16.3</u>	<u>14.7</u>	<u>14.4</u>	<u>14.4</u>
Total	545.3	528.2	521.8	518.0



**FIRE DEPARTMENT
OPERATIONS
PERSONNEL SUMMARY**

FULL TIME POSITIONS				Suppression	Protectives	Sick & Injured	Fire Commu- -nications	Code Enforcement	Fire Investigation
Br.	Title	Budget 2001-02	Approved 2002-03						
86	Deputy Fire Chief	5	5	4				1	
85	Battalion Chief	15	16	14		1		1	
84	Fire Captain	27	27	26					1
82	Fire Lieutenant	67	66	58		4		3	1
80	Firefighter	390	385	356	4	3		13	9
75	Fire Communication Technician	1	1				1		
11	Senior Legal Secretary	1	1						1
9	Clerk II	1	1					1	
9	Clerk II with Typing	2	2					1	1
7	Clerk III	1	1					1	
7	Clerk III with Typing	1	1						1
EMPLOYEE YEARS									
Full Time		511.0	506.0	458.0	4.0	8.0	1.0	21.0	14.0
Overtime		10.8	12.0	10.4	0.1	0.0	0.4	0.7	0.4
Part Time, Temporary, Seasonal		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Less: Vacancy Allowance		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total		521.8	518.0	468.4	4.1	8.0	1.4	21.7	14.4

**FIRE DEPARTMENT
SUPPORT**

10-17

Support assists other divisions of the Fire & Rescue Department through its five activities: Training, which provides classroom and field classes for new recruits and current firefighting personnel and has responsibility for the City's Emergency Management and Preparedness program; Apparatus Maintenance, which services and maintains all City firefighting apparatus; Hose and Supply, which is responsible for the ordering, maintaining, and stocking of equipment and material essential to Department operation; Health and Safety, which assures fire scene safety and compliance with all Federal, New York State, and local job-related safety regulations; and Emergency Medical Service, which provides the necessary training and testing required for certification.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Develop and conduct full-scale drills in response to weapons of mass destruction and public health emergencies	#3 - Health, Safety & Responsibility #5 - Regional Partnerships #7 - Quality Service	First Quarter
Expand Citizen Emergency Response Team (CERT) training program to additional neighborhood organizations	#1 - Involved Citizens #3 - Health, Safety & Responsibility #9 - Healthy Urban Neighborhoods	Second Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	3,232,100	3,477,700	245,600
Employee Years	41.3	39.7	-1.6

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
76,000	9,400	-20,000	0	-13,000	193,200	245,600

Major Change

Funding is added to provide annual firefighter in-service training through the Public Safety Training Facility (PSTF) to reduce the City's overall share of PSTF operating expense	409,500
Grant funding for the Metropolitan Medical Response System (MMRS) is reduced as the contract enters the final phase	-145,700
Allocation provided for annual physical exams and medical testing is transferred to Operations	-60,000
A civilian position is added to the Supply Depot to provide inventory support	33,700
A clerical position at the Training Academy is abolished due to budget constraints	-29,800
The Trainee program funding is reduced as the incoming Junior class is minimized in anticipation of fewer vacancies	-13,700
A Lieutenant in the Supply Depot replaces a Captain that transfers to the Chief's Office	-8,400
A one-time budget reduction in 2001-02 does not recur	7,600

FIRE DEPARTMENT SUPPORT

TRAINING

This activity provides initial training of recruits and ongoing training of firefighters and officers of the Department. The Training Division also conducts the Firefighter Trainee program, and is responsible for Special Operations, which includes the City's Emergency Management and Preparedness program.

Recruit training consists of a sixty-five day session at the Fire Academy located at the Public Safety Training Facility (PSTF) on Scottsville Road. During this period, recruits learn the procedures and use of equipment for firefighting and rescue operations. Every fire company spends at least two days per year at the Academy to renew familiarity with equipment and techniques and to learn new procedures. In addition, personnel are trained to operate new apparatus.

The activity also conducts annual service tests of firefighting apparatus and, with the assistance of Apparatus Maintenance, develops specifications for and prepares new apparatus for service.

A Firefighter Trainee program is included in this activity. A cooperative effort with the City School District, this program currently offers 11th graders an opportunity to train part time with the Fire & Rescue Department. Upon successful completion, graduates may be eligible for employment as firefighters.

Program Change

The incoming Junior class of the Trainee program will be limited to six individuals in anticipation of fewer future vacancies.

Increase in estimated incident responses due to investigation of possible bio-terrorism (anthrax) incidents.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Recruits	23	9	20	16
Uniformed personnel	531	536	535	529
New apparatus	7	4	5	3
Apparatus tests requested	50	50	50	50
Emergency Preparedness/Special Operations:				
• Personnel requiring specialized training	N/A	200	200	240
• Incident responses	N/A	65	20	24
WORKLOAD				
Classes held	280	280	280	246
Apparatus tests performed	50	50	50	50
Emergency Preparedness:				
• Special Operations training classes held	N/A	24	20	24
• Special Operations drills held	N/A	14	12	14

N/A - Not Applicable

APPARATUS MAINTENANCE – R2010 Campaign #7 - Quality Service

This unit maintains fire apparatus, support vehicles and other motorized equipment. The unit participates in the process of acquiring new apparatus, from developing specifications through preparing the new apparatus for use. Apparatus Maintenance also prepares surplus fire fighting equipment for sale after new equipment has been placed in service. The Apparatus Maintenance supervisor responds to all multiple alarm fires. Airport Fire Apparatus are maintained by the City and are included in the performance data displayed below. The total pieces of equipment includes units that have not been sold as surplus at this point in time.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Pieces of Equipment:				
● Pumpers	13	13	13	13
● Quints	13	13	13	13
● Midis	14	14	14	15
● Other	<u>52</u>	<u>52</u>	<u>52</u>	<u>54</u>
Total	92	92	92	95
WORKLOAD				
First line apparatus maintenance and repairs	1,300	1,300	1,375	1,450
Reserve apparatus repairs	335	335	380	400
Auto and miscellaneous repairs	900	935	985	1,050

HOSE & SUPPLY – R2010 Campaign #3 - Health, Safety & Responsibility

This activity purchases and distributes supplies to the fire stations. It performs general maintenance, testing, and routine repairs on fire tools and appliances, including fire hoses, nozzles, hydrant gates, turnout coats, and breathing apparatus. The activity also responds to major fires to deliver additional air bottles and make minor on-the-spot repairs.

Program Change

Air cylinders filled decreases as Hose & Supply no longer provides this service for recruit classes. This service is now being provided at the Public Safety Training Facility (PSTF).

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Fire stations served	16	16	16	16
WORKLOAD				
Scheduled deliveries	6,200	7,800	8,500	8,200
Air cylinders filled	5,411	6,500	16,000	9,000
Fire hoses tested	1,665	2,100	3,000	2,000
Breathing apparatus serviced	349	250	205	200

FIRE DEPARTMENT SUPPORT

HEALTH & SAFETY – R2010 Campaign #3 - Health, Safety & Responsibility

This unit manages the department's Health and Safety programs, inspecting all facilities, apparatus and equipment for compliance with Federal, New York State, and local safety regulations. Unit representatives also respond to emergency incidents and recommend procedures to reduce risk to firefighting personnel.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Fire facility and equipment inspections requested	16	38	40	40
Haz-Mat, High Rise, and Confined Space responses	12	19	20	20
Second Alarms	20	25	22	25
Exposure Reports	80	70	70	70
WORKLOAD				
Facility & equipment inspections scheduled	16	38	40	40
Injury reports	260	250	250	250
RESULTS				
Facility & equipment inspections performed	16	38	40	40
Injury reports reviewed	260	250	250	250

EMERGENCY MEDICAL SERVICE – R2010 Campaign #3 - Health, Safety & Responsibility

This activity coordinates the Fire & Rescue Department's Emergency Medical Services (EMS) Program, including training, certification, and required testing, as well as purchase and maintenance of EMS equipment and supplies.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Personnel requiring EMS training	246	230	230	215
RESULTS				
EMS training classes held	18	18	18	18
CPR training classes held	36	36	36	36

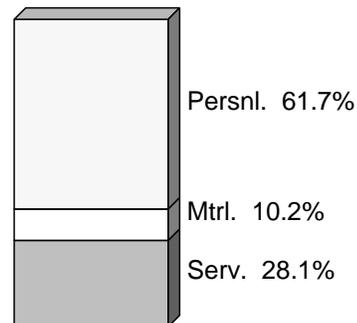
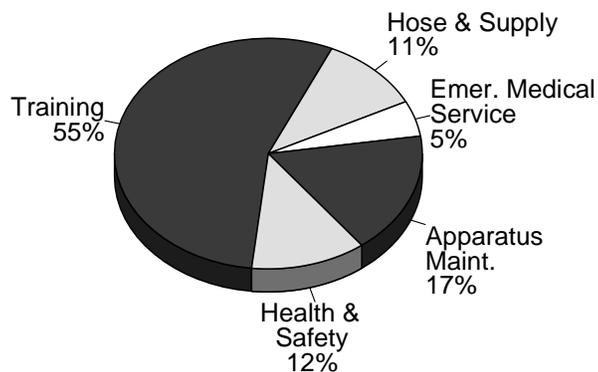
FIRE DEPARTMENT
SUPPORT
EXPENDITURE SUMMARY

10-21

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,719,647	2,003,100	2,081,900	2,147,200
Materials & Supplies	248,496	493,300	490,300	352,800
Services	354,674	571,900	659,900	977,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,322,817	3,068,300	3,232,100	3,477,700

Appropriation by Activity				
Training	1,183,192	1,605,000	1,734,400	1,918,200
Apparatus Maintenance	583,086	597,800	594,000	603,800
Hose and Supply	313,922	340,000	341,500	371,500
Health and Safety	84,032	359,100	394,900	412,600
Emergency Medical Service	<u>158,585</u>	<u>166,400</u>	<u>167,300</u>	<u>171,600</u>
Total	2,322,817	3,068,300	3,232,100	3,477,700

Employee Years by Activity				
Training	22.5	18.2	20.0	17.4
Apparatus Maintenance	9.9	10.0	9.9	9.9
Hose and Supply	3.9	4.0	4.1	5.1
Health and Safety	1.1	4.7	5.2	5.2
Emergency Medical Service	<u>2.1</u>	<u>2.1</u>	<u>2.1</u>	<u>2.1</u>
Total	39.5	39.0	41.3	39.7



FIRE DEPARTMENT
FIRE DEPARTMENT – SUPPORT
PERSONNEL SUMMARY

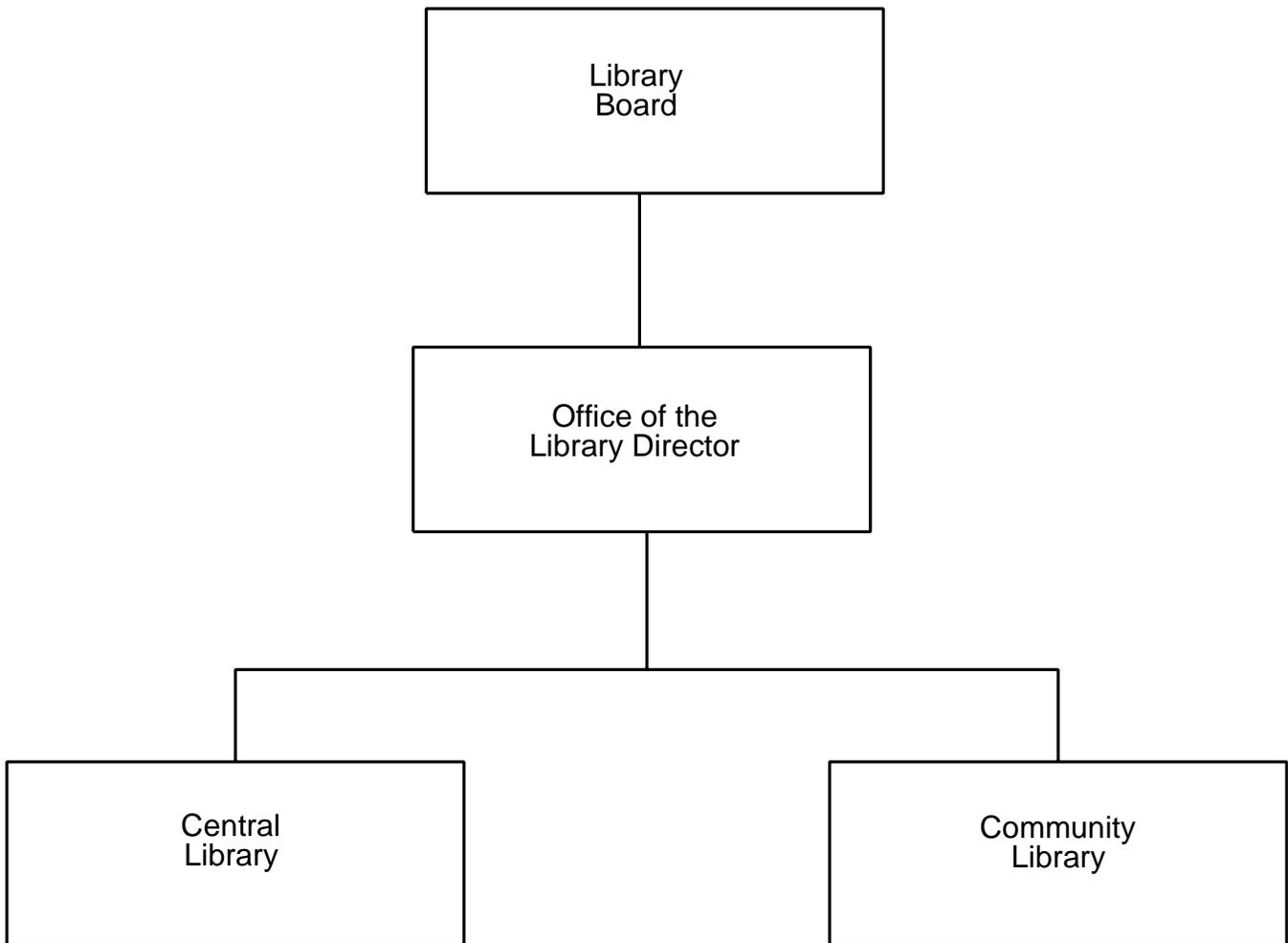
FULL TIME POSITIONS			Training	Apparatus Maintenance	Hose & Supply	Health & Safety	Emergency Medical Service
Br.	Title	Budget 2001-02					
86	Deputy Fire Chief	1	1				
85	Battalion Chief	2	1			1	
84	Fire Captain	8	2			4	1
82	Fire Lieutenant	6	4		2		1
80	Firefighter	4	2		2		
78	Fire Equipment Maint. Supervisor	1	1				
73	Fire Apparatus Body Repairer	1	1				
73	Senior Fire Equipment Mechanic	5	5				
27	Supt. Fire Equipment Maintenance	1	1				
13	Supervising Stock Clerk	0	1			1	
9	Clerk II with Typing	1	0				
7	Clerk III with Typing	1	1	1			
60	Maintenance Mechanic	1	1		1		
EMPLOYEE YEARS							
	Full Time	32.0	32.0	11.0	9.0	5.0	2.0
	Overtime	1.8	1.7	0.4	0.9	0.1	0.1
	Part Time, Temporary, Seasonal	7.5	6.0	6.0	0.0	0.0	0.0
	Less: Vacancy Allowance	0.0	0.0	0.0	0.0	0.0	0.0
	Total	41.3	39.7	17.4	9.9	5.1	2.1

Purpose

The Rochester Public Library provides library and information services to City and Monroe County residents. It operates the Central Library, ten branches in the City, and forty-one extension locations in Monroe County. The Central Library serves as the New York State chartered central library for the twenty member Monroe County Library System.

Organization

The Library consists of the Central Library, which includes support services, and Community Services, which includes the branch libraries. In accordance with New York State Education Law, the Library is governed by an eleven-member Board of Trustees. The Mayor appoints trustees, with the approval of City Council, for five-year terms.



Highlights of the Department's 2002-03 work program are presented below. Additional information for each bureau is included in the sections that follow.

Bureau	Highlights	R2010 Campaigns Supported	Projected Completion
Central	Implement recommendations of computer security audit	#7 - Quality Service	First Quarter
	Promote the availability of the New York State vital records index used by genealogists	#5 - Regional Partnerships #8 - Tourism Destination #11 - Arts & Culture	Fourth Quarter
Community	Complete neighborhood-based planning process for developing service objectives and priorities for each branch	#1 - Involved Citizens #7 - Quality Service #9 - Healthy Urban Neighborhoods	Third Quarter

Year-to-Year Comparison

Division	Budget 2001-02	Budget 2002-03	Change	Percent Change
Central Library	8,840,900	8,295,500	-545,400	-6.2%
Community Library	2,800,400	2,754,300	-46,100	-1.6%
Total	11,641,300	11,049,800	-591,500	-5.1%
Employee Years	231.6	219.4	-12.2	-5.3%

Change Detail

Salary & Wage Adjustment	General Inflation	Chargebacks	Vacancy Allowance	Miscellaneous	Major Change	Total
-20,900	77,100	-12,200	25,300	-11,200	-649,600	-591,500

Major Change

As proposed by the Mayor:

Budget constraints necessitated by Monroe County result in reduced personnel allocations at the Central Library, reduced building and equipment maintenance, and the elimination of the publication of various neighborhood directories -458,900

Budget constraints result in reduced overall service hours and associated personnel costs at Branch libraries -77,400

Grant funding to provide training on the Internet and Library's electronic resources is reduced -36,000

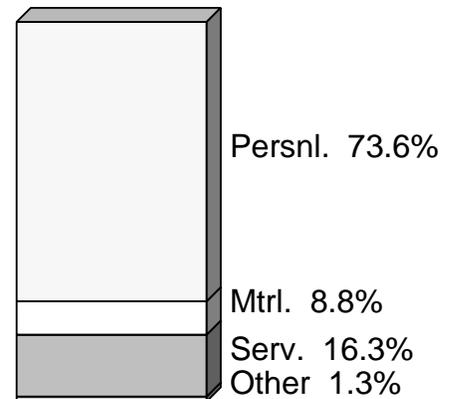
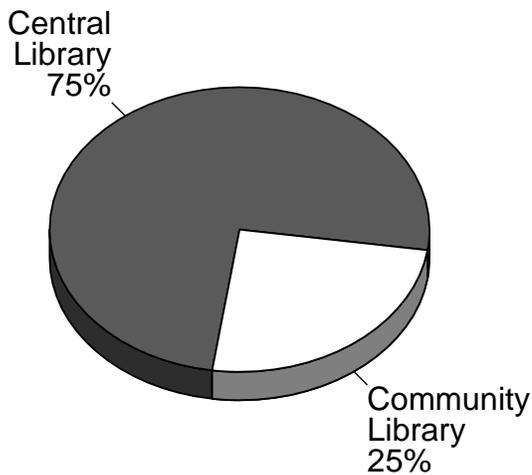
Additional information for each bureau is provided in the sections that follow

As amended by City Council:

Restored Sunday service hours at various Branch libraries 35,000

PUBLIC LIBRARY
EXPENDITURE SUMMARY

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	8,533,330	8,576,900	8,632,900	8,146,200
Materials & Supplies	1,037,137	1,015,900	1,024,100	964,900
Services	1,809,579	1,774,800	1,839,300	1,793,700
Other	155	1,900	145,000	145,000
Total	<u>11,380,201</u>	<u>11,369,500</u>	<u>11,641,300</u>	<u>11,049,800</u>
Appropriation by Activity				
Central Library	8,774,597	8,654,900	8,840,900	8,295,500
Community Library	<u>2,605,604</u>	<u>2,714,600</u>	<u>2,800,400</u>	<u>2,754,300</u>
Total	<u>11,380,201</u>	<u>11,369,500</u>	<u>11,641,300</u>	<u>11,049,800</u>
Employee Years by Activity				
Central Library	177.6	176.3	176.6	165.4
Community Library	<u>51.7</u>	<u>52.7</u>	<u>55.0</u>	<u>54.0</u>
Total	<u>229.3</u>	<u>229.0</u>	<u>231.6</u>	<u>219.4</u>



**PUBLIC LIBRARY
CENTRAL LIBRARY**

The Central Library consists of three activities. Administration manages the Rochester Public Library and provides personnel, public relations, graphics, duplicating, promotion, special programming, financial management, building maintenance services, and shipping and delivery. Public Services maintains subject area collections, assists patrons in selecting library materials, and provides information. It also provides consultant services and bookmobile and station collection services throughout Monroe County. Technical and Support Services provides support and outreach services to members of the Monroe County Library System, technical, and automation services.

The Central Library is funded by Monroe County (66.3 percent), Monroe County Library System (MCLS) (10.9 percent), New York State (7.5 percent), City of Rochester (11.8 percent), fees (2.2 percent), and State University of New York (SUNY) (1.3 percent). The City contribution is based upon an agreement between the City and Monroe County.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Optimize utilization of "self-check" circulation equipment	#7 - Quality Service	First Quarter
Implement recommendations of computer security audit	#7 - Quality Service	First Quarter
Establish continuing education classes in partnership with area schools using the Library's video-conferencing capability	#2 - Educational Excellence #5 - Regional Partnerships #10 - Center City	Second Quarter
Complete efficiency study of shipping unit and implement recommendations	#7 - Quality Service	Third Quarter
Participate in a regional grant-funded program to expand community access to health information	#1 - Involved Citizens #3 - Health, Safety & Responsibility #5 - Regional Partnerships	Third Quarter
Promote the availability of the New York State vital records index used by genealogists	#5 - Regional Partnerships #8 - Tourism Destination #11 - Arts & Culture	Fourth Quarter
Implement interactive on-line Internet reference service	#2 - Educational Excellence #7 - Quality Service	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	8,840,900	8,295,500	-545,400
Employee Years	176.6	165.4	-11.2

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
-30,300	63,700	-11,000	22,600	-4,500	-585,900	-545,400

Major Change

Budget constraints necessitated by Monroe County result in reduced personnel allocations, reduced building and equipment maintenance, and the elimination of the publication of various neighborhood directories	-458,900
Productivity measures decrease expense	-46,500
Grant funding to provide training to the public on the Internet and Library's electronic resources is reduced	-36,000
Grant funds in support of digitization of maps and photographs are reduced	-24,700
Utility allocations are reduced to reflect projected expense	-20,000
Funding is included to provide maintenance service on self-check equipment	7,200
A Library Services and Technology Act grant to promote electronic books will not recur	-5,200
Funding for services to collect overdue library materials is reduced based on historical need	-3,000
A shipping position is added to meet increased demand, partially offset by reduced part time personnel expense	1,200

ADMINISTRATION

Administration manages the Rochester Public Library and provides personnel, public relations, promotion, special programming, financial management, building maintenance services, shipping and delivery, graphics, and duplicating. The City Historian is included in this activity.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Libraries served	37	36	36	36

PUBLIC SERVICES – R2010 Campaign #2 - Educational Excellence

Public Services assists patrons in selecting and obtaining books, pamphlets, periodicals, electronic databases, and other library materials. It provides information in person, by telephone, and by letter. It prepares bibliographies and maintains collections in the following subject areas:

Business, Government, including legislation, politics, taxes, census, business, and investment management.

Social Sciences, Job Information Center, including psychology, ethics, sociology, and social issues. This division also manages the Education/Job Information Center that has an extensive collection of pamphlets on career and educational opportunities. This division offers specialized materials and assistance on obtaining grants.

History, Travel, including foreign relations, the military, and archaeology. This division maintains a collection of travel brochures, maps, cassettes, and slides.

Literature, Philosophy, Religion, including language, journalism, and fiction.

Science, Technology, Health, including the basic and applied sciences. It also features a collection of "how-to" books on such subjects as cooking, sewing, health, automobile repair, and home repair.

Local History and Genealogy, including information about Rochester and the Rochester area.

Art, Music, Recreation, including art reproductions and recordings in various formats available for borrowing.

PUBLIC LIBRARY
CENTRAL LIBRARY

Videos, Computer Center, including videos and computer software available for reference or borrowing.

Children's Center, including all subject areas for children from preschool age through sixth grade.

Information Center, including out-of-town newspapers and telephone directories. It also provides "quick-answer" reference service.

SUNY Student Resource Center, providing library facilities and resources to students attending downtown SUNY institutions.

Consultant Services, providing adult, young adult, and children's services. Evaluating library materials for use by member libraries, helping member libraries assess service needs, and planning new service programs.

Extension Services, operating the Library's bookmobile and maintaining satellite collection locations throughout Monroe County for people not otherwise served by libraries.

Program Change

The Information Center will cease publication of human service and neighborhood directories due to budget constraints.

Demand and Efficiency indicators "Users" will now reflect door count, while "Reference Questions" are revised to include questions posed in person or by telephone combined.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Users:				
• Monday through Saturday	568,140	580,000	608,000	600,000
• Sunday	<u>27,118</u>	<u>26,000</u>	<u>27,118</u>	<u>26,500</u>
Total	595,258	606,000	635,118	626,500
Reference questions:				
• Monday through Saturday	295,631	296,000	309,000	305,000
• Sunday	<u>10,557</u>	<u>10,000</u>	<u>10,557</u>	<u>10,000</u>
Total	306,188	306,000	319,557	315,000
Tours requested	159	150	150	140
Programs planned				
• Monday through Saturday	684	766	750	625
• Sunday	<u>38</u>	<u>40</u>	<u>38</u>	<u>20</u>
Total	722	806	788	645
Extension Services				
• Satellite collection locations	34	34	41	34
• Bookmobile stops	1,290	1,300	1,300	1,300
• Programs planned	10	8	10	8
WORKLOAD				
Service hours				
• Monday through Saturday	2,849	2,858	2,863	2,860
• Sunday	<u>112</u>	<u>112</u>	<u>112</u>	<u>112</u>
Total	2,961	2,970	2,975	2,972
Tours conducted	159	150	150	140
Internet Sessions				
• Monday through Saturday	128,466	142,000	128,466	140,000
• Sunday	<u>6,299</u>	<u>6,500</u>	<u>6,299</u>	<u>6,500</u>
Total	134,765	148,500	134,765	146,500

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
Extension Services				
● Bookmobile service hours	687	687	700	700
EFFICIENCY				
Users per service hour				
● Monday through Saturday	199	203	212	210
● Sunday	242	232	242	237
Circulation per service hour				
● Monday through Saturday	252	274	224	245
● Sunday	316	339	316	313
Reference assistance per service hour:				
● Monday through Saturday	104	104	108	107
● Sunday	94	89	94	89
Average attendance per tour	11	11	12	11
Internet sessions per service hour				
● Monday through Saturday	45	50	45	49
● Sunday	56	58	56	58
Average attendance per program				
● Monday through Saturday	15	13	13	13
● Sunday	7	9	7	15
Extension Services				
● Bookmobile average attendance per program	413	375	250	375
● Bookmobile materials circulated per service hour	49	46	47	46
RESULTS				
Total circulation				
● Monday through Saturday	717,533	782,000	640,000	700,000
● Sunday	<u>35,380</u>	<u>38,000</u>	<u>35,380</u>	<u>35,000</u>
Total	752,913	820,000	675,380	735,000
Tour attendance	1,692	1,700	1,750	1,600
Program attendance				
● Monday through Saturday	10,094	10,000	9,750	8,000
● Sunday	<u>284</u>	<u>350</u>	<u>284</u>	<u>300</u>
Total	10,378	10,350	10,034	8,300
Extension Services				
● Bookmobile materials circulated	33,411	32,000	33,000	32,000
● Program attendance	4,132	3,000	2,500	3,000

PUBLIC LIBRARY
CENTRAL LIBRARY

TECHNICAL & SUPPORT SERVICES – R2010 Campaign #2 - Educational Excellence

This unit provides support and outreach services to members of the Monroe County Library System. It acts as liaison between member libraries and with the New York State Education Department Office of Library Development.

Technical Services acquires, catalogs, and processes library materials for members of the Monroe County Library System.

Automation Services supports a computer and telecommunication network that links all public libraries in the county allowing residents seamless access to library collections and services. Internet service is provided to libraries county-wide, the City of Rochester, and the County of Monroe. Training classes are provided to the public on how to use the Internet and the Library's electronic resources.

Program Change

The Central Library will no longer loan videos through member libraries.

Book-mending workshops will no longer be offered to member libraries.

Library computer classes for the public will be reduced by 50% due to reductions in grant funding.

Performance Indicators

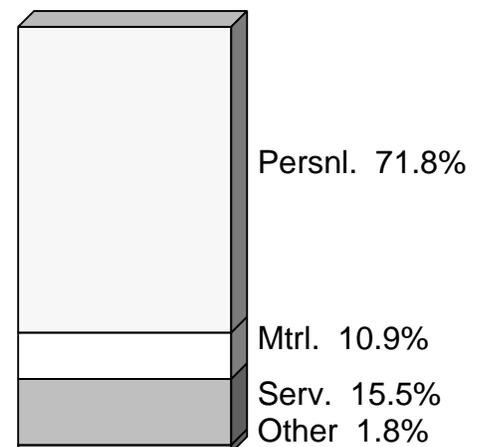
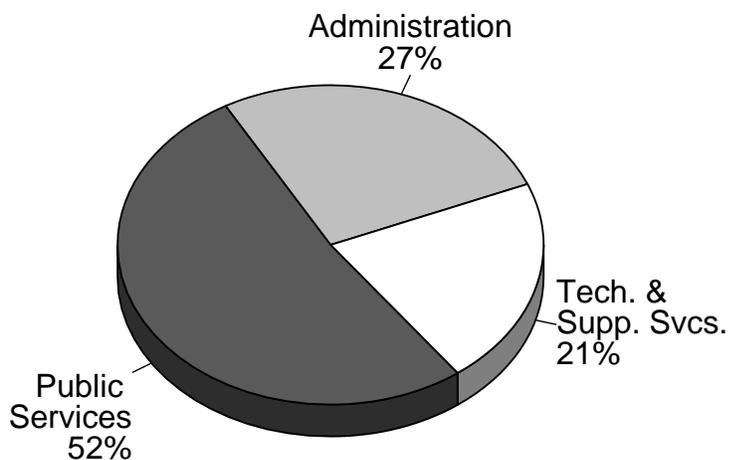
	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Libraries on line				
• Monroe County Library System	36	35	36	35
WORKLOAD				
Automation Services				
• Registered borrowers	479,167	479,200	450,000	484,000
• Titles in database	686,722	687,000	688,000	690,000
• Items available for circulation (000)	2,650	2,650	2,555	2,750
RESULTS				
Automation Services				
• Items circulated (000)	7,051	7,200	7,000	7,500

PUBLIC LIBRARY
CENTRAL LIBRARY
EXPENDITURE SUMMARY

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	6,440,989	6,383,300	6,400,400	5,952,800
Materials & Supplies	988,566	951,900	963,900	908,300
Services	1,344,887	1,317,800	1,331,600	1,289,400
Other	<u>155</u>	<u>1,900</u>	<u>145,000</u>	<u>145,000</u>
Total	8,774,597	8,654,900	8,840,900	8,295,500

Appropriation by Activity				
Administration	2,516,170	2,374,900	2,474,800	2,266,200
Public Services	4,370,669	4,462,900	4,573,300	4,307,400
Technical & Support Services	<u>1,887,758</u>	<u>1,817,100</u>	<u>1,792,800</u>	<u>1,721,900</u>
Total	8,774,597	8,654,900	8,840,900	8,295,500

Employee Years by Activity				
Administration	41.6	42.1	41.6	39.0
Public Services	86.1	90.7	91.7	84.0
Technical & Support Services	<u>49.9</u>	<u>43.5</u>	<u>43.3</u>	<u>42.4</u>
Total	177.6	176.3	176.6	165.4



**PUBLIC LIBRARY
CENTRAL LIBRARY
PERSONNEL SUMMARY**

FULL TIME POSITIONS					Administration	Public Services	Technical & Support Services
Br.	Title	Budget 2001-02	Approved 2002-03				
36	Library Director	1	1	1			
29	Assistant Library Director III	2	2	1	1		
29	Library Systems Analyst	1	1			1	
26	Children's Services Consultant	1	1		1		
26	Librarian IV	1	1		1		
25	City Historian	1	1	1			
24	Associate Personnel Analyst	1	1	1			
24	Senior Administrative Analyst	1	1	1			
23	Supervisor Library Buildings	1	1	1			
22	Librarian III	11	11		10	1	
22	Library Cataloging Supervisor	1	1			1	
21	Senior Graphic Designer	1	1	1			
20	Computer Operations Supervisor	1	1			1	
20	Computer Programmer	1	1			1	
20	Microcomputer Specialist	1	1			1	
19	Circulation Supervisor	1	1		1		
19	Librarian II	19	17		14	3	
19	Supervising Library Mats. Handler	1	1	1			
18	Computer Communications Tech.	3	3			3	
18	Directory Editor	1	1			1	
18	Library Automation Specialist	3	3			3	
16	Administrative Assistant	3	3	3			
16	Librarian I	14	15		11	4	
16	Secretary to Library Director	1	1	1			
15	Materials Processing Supervisor	1	1			1	
15	Supervisor Audio Visual Services	1	1		1		
15	Supervisor of Stacks	1	0				
14	Library Assistant	5	5		4	1	
14	Library Assistant Bilingual	1	1		1		
13	Library Automation Assistant	1	0				
13	Sr. Maintenance Mechanic Bldgs.	1	1	1			
12	Mailroom Coordinator	1	1	1			
11	Coordinator of Retrieval Services	0	1		1		
11	Library Catalog Clerk I	1	1			1	
11	Building Maintenance Foreman	1	1	1			
11	Secretary	2	2		1	1	
9	Bookmobile Operator	1	1		1		
9	Clerk II	2	2			2	
9	Clerk II with Typing	4	4		2	2	
9	Library Catalog Clerk II	1	1			1	
9	Maintenance Mechanic	1	1	1			
8	Class 5 Truck Driver	3	3	3			
8	Coordinator of Retrieval Services	1	0				
7	Clerk III	1	1			1	
7	Clerk III with Typing	17	15	1	8	6	
7	Maintenance Worker - Library	2	2	2			
6	Dupl. Offset Machine Oper. Gr. II	1	1	1			
3	Clerk-Typist	1	1		1		
3	Materials Processor	4	3			3	
2	Senior Library Page	6	6	2	4		
2	Senior Shipping Aide	0	1	1			
1	Cleaner	4	3	3			
57	Senior Security Guard	1	1	1			
52	Security Guard	4	4	4			
EMPLOYEE YEARS							
Full Time		142.0	136.0	34.0	63.0	39.0	
Overtime		0.8	0.7	0.2	0.3	0.2	
Part Time, Temporary, Seasonal		38.2	32.6	5.8	22.5	4.3	
Less: Vacancy Allowance		4.4	3.9	1.0	1.8	1.1	
Total		176.6	165.4	39.0	84.0	42.4	

The Community Library provides convenient access to library services through the City's 10 branch libraries.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Seek grant funding to expand programming for young adults to additional branch libraries	#3 - Health, Safety & Responsibility #7 - Quality Service #9 - Healthy Urban Neighborhoods	Second Quarter
Complete neighborhood-based planning process for developing service objectives and priorities for each branch	#1 - Involved Citizens #7 - Quality Service #9 - Healthy Urban Neighborhoods	Third Quarter
Develop and implement plan to enhance branch library services offered to young adults	#3 - Health, Safety & Responsibility #7 - Quality Service #9 - Healthy Urban Neighborhoods	Fourth Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,800,400	2,754,300	-46,100
Employee Years	55.0	54.0	-1.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
9,400	13,400	-1,200	2,700	-6,700	-63,700	-46,100

Major Change

As proposed by the Mayor:

Budget constraints result in reduced overall service hours and associated personnel costs	-77,400
Sunday service hours and associated personnel expense at Arnett and Winton Branch Libraries are eliminated due to budget constraints	-20,000
A one-time budget reduction in 2001-02 does not recur	12,700
Funding for the Homework Assistance Program at Wheatley Branch Library is reduced by half due to budget constraints	-6,500
Productivity measures decrease expense	-5,200
Branch planning study is not repeated	-5,000
The allocation for part-time librarians used as substitutes in the branches increases	4,700
Funding for services to collect overdue library materials is reduced based on historical need	-2,000

As amended by City Council:

Restored Sunday service hours at various Branch libraries	35,000
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**PUBLIC LIBRARY
COMMUNITY LIBRARY**

ADMINISTRATION

Administration manages the Community Library System. It acquires materials, schedules and deploys personnel to the branch libraries, and maintains and repairs the branch libraries.

BRANCH LIBRARIES – R2010 Campaign #9 - Healthy Urban Neighborhoods

Branch libraries in Rochester's neighborhoods provide convenient access to library services and materials. Services include:

- Loans of printed materials, films, records, audio tapes, compact discs, art prints, and video tapes
- Collections of popular interest for area residents
- Reference services with access to the resources of the Monroe County Library System
- Programs such as story hours, lectures, and artistic performances
- Referral services to community agencies
- Facilities for meetings and programs sponsored by non-library groups

Program Change

Service hours at the various branch libraries are modified to create more uniform service hours amongst similarly-sized branches and to provide opportunities for increased programming. Sunday service hours at the Arnett and Winton Branch Libraries are eliminated. The Homework Assistance Program at the Wheatley Branch Library experiences a fifty percent reduction in service hours due to budget constraints.

Performance indicators are presented in a format that more accurately depicts the individual strengths of each branch library.

Note: the following Budget 2002-03 indicators do not reflect the impact of City Council's amendment restoring Sunday service hours at various Branch libraries. Revised indicators were not provided at time of publication of the Approved Budget.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
□ ARNETT				
WORKLOAD				
Reference questions	5,712	6,100	6,114	6,000
Programs planned	182	188	185	176
Service hours	2,326	2,325	2,387	2,229
Internet sessions	7,442	7,000	7,000	7,000
EFFICIENCY				
Reference assistance per service hour	2.5	2.6	2.6	2.7
Average attendance per program	8	9	9	10
Circulation per service hour	27	30	32	31
RESULTS				
Program attendance	1,528	1,700	1,695	1,700
Library materials circulated	63,851	70,379	77,400	70,000
Door count	86,752	87,000	82,000	78,100

PUBLIC LIBRARY
COMMUNITY LIBRARY

11-13

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
☐ CHARLOTTE				
WORKLOAD				
Reference questions	10,154	10,280	10,300	9,700
Programs planned	121	135	195	187
Service hours	2,343	2,328	2,328	2,215
Internet sessions	5,875	6,150	6,000	5,600
EFFICIENCY				
Reference assistance per service hour	4.3	4.4	4.4	4.4
Average attendance per program	17	17	13	13
Circulation per service hour	48	56	57	57
RESULTS				
Program attendance	2,031	2,300	2,600	2,500
Library materials circulated	112,230	130,200	133,200	125,200
Door count	94,285	94,300	94,000	90,900
☐ HIGHLAND				
WORKLOAD				
Reference questions	8,795	7,595	7,427	7,100
Programs planned	116	130	130	118
Service hours	2,087	2,081	2,081	1,726
Internet sessions	6,684	7,095	7,000	6,800
EFFICIENCY				
Reference assistance per service hour	4.2	3.6	3.6	4.1
Average attendance per program	6	12	13	14
Circulation per service hour	43	46	50	52
RESULTS				
Program attendance	721	1,600	1,628	1,600
Library materials circulated	89,356	95,400	104,100	89,000
Door count	88,125	90,000	90,000	85,000
☐ LINCOLN				
WORKLOAD				
Reference questions	6,619	6,775	4,763	4,300
Programs planned	189	165	130	126
Service hours	2,592	2,591	2,591	2,317
Internet sessions	8,017	8,200	8,200	7,500
EFFICIENCY				
Reference assistance per service hour	2.6	2.6	1.8	1.9
Average attendance per program	15	18	10	10
Circulation per service hour	27	32	29	31
RESULTS				
Program attendance	2,888	3,000	1,291	1,225
Library materials circulated	70,354	83,966	75,300	72,000
Door count	202,439	203,545	204,500	190,600

PUBLIC LIBRARY
COMMUNITY LIBRARY

Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
<input type="checkbox"/> LYELL				
WORKLOAD				
Reference questions	7,938	7,885	6,295	7,400
Programs planned	61	60	207	200
Service hours	1,706	1,706	1,627	1,719
Internet sessions	3,546	3,400	3,400	3,400
EFFICIENCY				
Reference assistance per service hour	4.7	4.6	3.9	4.3
Average attendance per program	20	17	12	12
Circulation per service hour	30	29	38	35
RESULTS				
Program attendance	1,198	1,000	2,508	2,400
Library materials circulated	51,194	50,000	62,200	60,700
Door count	67,764	63,000	63,000	63,000
<input type="checkbox"/> MAPLEWOOD				
WORKLOAD				
Reference questions	5,240	5,500	5,500	5,500
Programs planned	156	130	130	125
Service hours	2,187	2,187	2,043	2,164
Internet sessions	12,142	12,445	12,200	12,500
EFFICIENCY				
Reference assistance per service hour	2.4	2.5	2.7	2.5
Average attendance per program	11	11	11	11
Circulation per service hour	32	34	38	35
RESULTS				
Program attendance	1,746	1,450	1,450	1,400
Library materials circulated	70,781	75,100	78,100	76,100
Door count	107,125	107,228	107,125	107,200
<input type="checkbox"/> MONROE				
WORKLOAD				
Reference questions	7,427	7,627	8,700	8,100
Programs planned	104	167	167	155
Service hours	2,507	2,507	2,362	2,225
Internet sessions	15,517	16,665	15,500	15,000
EFFICIENCY				
Reference assistance per service hour	3.0	3.0	3.7	3.6
Average attendance per program	20	8	8	8
Circulation per service hour	50	51	59	58
RESULTS				
Program attendance	2,031	1,267	1,267	1,200
Library materials circulated	125,176	128,176	139,300	129,200
Door count	120,207	120,200	120,200	115,100

PUBLIC LIBRARY
COMMUNITY LIBRARY

11-15

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
□ SULLY				
WORKLOAD				
Reference questions	5,766	5,419	5,419	5,200
Programs planned	203	225	247	235
Service hours	1,893	1,893	1,774	1,742
Internet sessions	2,167	2,200	2,200	2,000
EFFICIENCY				
Reference assistance per service hour	3.0	2.9	3.1	3.0
Average attendance per program	18	15	9	9
Circulation per service hour	15	19	21	20
RESULTS				
Program attendance	3,627	3,306	2,306	2,200
Library materials circulated	29,146	35,600	37,600	34,200
Door count	42,486	42,400	42,400	39,200
□ WHEATLEY				
WORKLOAD				
Reference questions	5,731	6,211	6,211	6,000
Programs planned	265	231	231	212
Service hours	2,341	2,314	2,316	1,921
Internet sessions	10,367	10,400	10,400	10,500
EFFICIENCY				
Reference assistance per service hour	2.4	2.7	2.7	3.1
Average attendance per program	18	20	17	18
Circulation per service hour	14	15	18	19
RESULTS				
Program attendance	4,641	4,600	3,900	3,900
Library materials circulated	33,026	35,000	42,100	36,400
Door count	70,128	71,110	63,900	63,000
□ WINTON				
WORKLOAD				
Reference questions	14,362	13,700	13,700	12,900
Programs planned	177	165	222	202
Service hours	2,329	2,329	2,329	2,187
Internet sessions	15,536	16,000	16,000	15,000
EFFICIENCY				
Reference assistance per service hour	6.2	5.9	5.9	5.9
Average attendance per program	13	14	7	7
Circulation per service hour	92	94	97	102
RESULTS				
Program attendance	2,271	2,240	1,500	1,500
Library materials circulated	214,252	218,700	224,900	222,000
Door count	154,416	155,450	155,000	156,500

PUBLIC LIBRARY
COMMUNITY LIBRARY

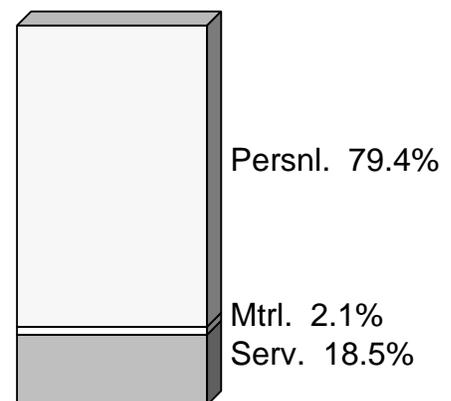
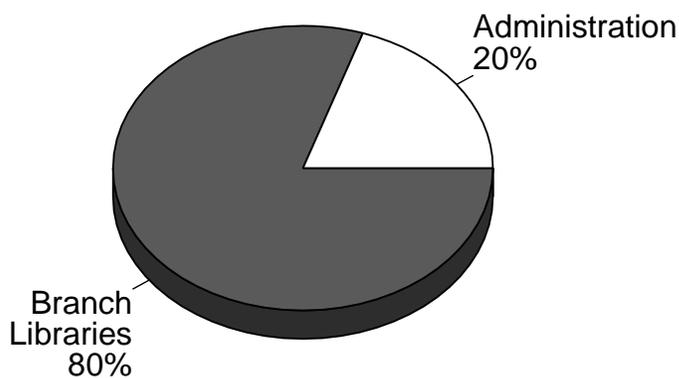
Performance Indicators

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
☐ TOTAL ALL BRANCHES				
WORKLOAD				
Reference questions	77,744	77,092	74,429	72,200
Programs planned	1,574	1,596	1,844	1,736
Service hours	22,311	22,261	21,838	20,445
Internet sessions	87,293	89,555	87,900	85,300
EFFICIENCY				
Reference assistance per service hour	3.5	3.5	3.4	3.5
Average attendance per program	14	14	11	11
Circulation per service hour	39	41	45	45
RESULTS				
Program attendance	22,682	22,463	20,145	19,625
Library materials circulated	859,366	922,521	974,200	914,800
Door count	1,033,727	1,034,233	1,022,125	988,600

PUBLIC LIBRARY
COMMUNITY LIBRARY
EXPENDITURE SUMMARY

11-17

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	2,092,341	2,193,600	2,232,500	2,193,400
Materials & Supplies	48,571	64,000	60,200	56,600
Services	464,692	457,000	507,700	504,300
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,605,604	2,714,600	2,800,400	2,754,300
Appropriation by Activity				
Administration	540,413	593,600	527,900	546,900
Branch Libraries	<u>2,065,191</u>	<u>2,121,000</u>	<u>2,272,500</u>	<u>2,207,400</u>
Total	2,605,604	2,714,600	2,800,400	2,754,300
Employee Years by Activity				
Administration	7.2	7.4	5.7	5.7
Branch Libraries	<u>44.5</u>	<u>45.3</u>	<u>49.3</u>	<u>48.3</u>
Total	51.7	52.7	55.0	54.0



PUBLIC LIBRARY
COMMUNITY LIBRARY
PERSONNEL SUMMARY

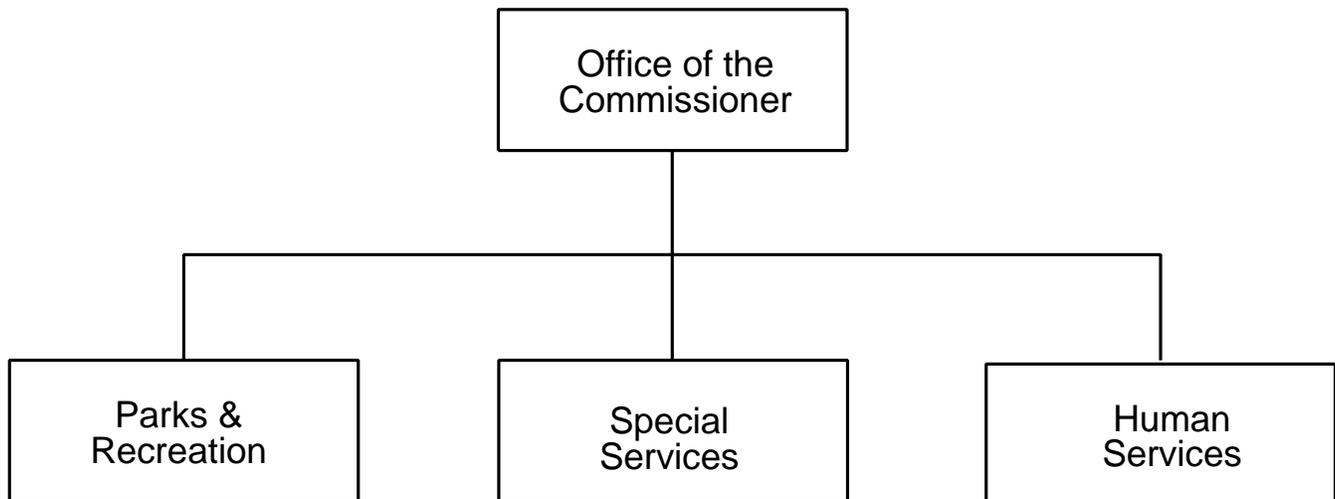
FULL TIME POSITIONS				Administration	Branch Libraries
Br.	Title	Budget 2001-02	Approved 2002-03		
29	Assistant Library Director III	1	1	1	
22	Librarian III	10	10		10
19	Librarian II	8	7		7
16	Librarian I	6	6	1	5
14	Library Assistant	2	2		2
14	Library Assistant Bilingual	1	1		1
14	Youth Services Coordinator	1	1		1
13	Sr. Maintenance Mechanic Bldg.	2	2	2	
11	Secretary	1	1	1	
3	Library Aide	1	1		1
EMPLOYEE YEARS					
	Full Time	33.0	32.0	5.0	27.0
	Overtime	0.0	0.0	0.0	0.0
	Part Time, Temporary, Seasonal	22.4	22.4	0.8	21.6
	Less: Vacancy Allowance	0.4	0.4	0.1	0.3
	Total	55.0	54.0	5.7	48.3

Purpose

The Department of Parks, Recreation and Human Services provides cultural, leisure, and community service programs at neighborhood and regional levels. The Department provides technical assistance and represents the City in human services, employment, and planning processes. The Department manages the buildings and facilities where these programs occur, operates the Public Market, and Mt. Hope and Riverside cemeteries, and administers contracts for operation of the Rochester Riverside Convention Center, the High Falls Entertainment District, and the Blue Cross Arena at the Rochester War Memorial.

Organization

The Department has four major units: the Office of the Commissioner, the Bureau of Parks and Recreation, the Office of Special Services, and the Bureau of Human Services.



Highlights of the Department's 2002-03 work program are presented below. Additional information for each bureau is included in the sections that follow.

Bureau	Highlights	R2010 Campaigns Supported	Projected Completion
Commissioner	Complete design for Manhattan Square Park renovation	#1 - Involved Citizens #4 - Environmental Stewardship #6 - Economic Vitality #8 - Tourism Destination #10 - Center City #11 - Arts & Culture	Third Quarter
Parks and Recreation	Re-Open Carter Street Recreation Center	#1 - Involved Citizens #3 - Health, Safety & Responsibility #5 - Regional Partnerships #7 - Quality Service	Second Quarter
Special Services	Replace the War Memorial ice rink floor	#5 - Regional Partnerships #6 - Economic Vitality #7 - Quality Service #8 - Tourism Destination	Second Quarter
Human Services	Implement new and expanded youth development initiatives	#2 - Educational Excellence	Second Quarter

Year-to-Year Comparison

Bureau	Budget 2001-02	Budget 2002-03	Change	Percent Change
Office of the Commissioner	1,884,400	1,933,100	48,700	2.6%
Parks and Recreation	9,731,400	9,370,600	-360,800	-3.7%
Special Services	4,237,000	4,141,900	-95,100	-2.2%
Human Services	<u>2,183,000</u>	<u>2,066,700</u>	<u>-116,300</u>	-5.3%
Total	18,035,800	17,512,300	-523,500	-2.9%
Employee Years	335.4	313.5	-21.9	-6.5%

Change Detail

Salary & Wage Adjustment	General Inflation	Chargebacks	Vacancy Allowance	Miscellaneous	Major Change	Total
120,800	187,900	-56,500	0	800	-776,500	-523,500

Major Change
 As proposed by the Mayor:

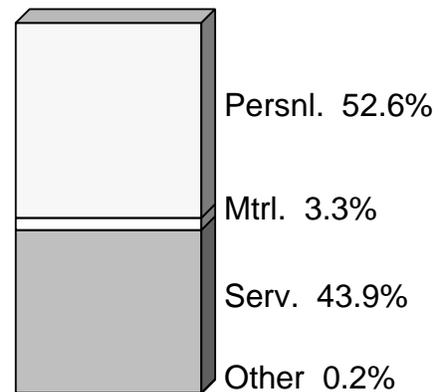
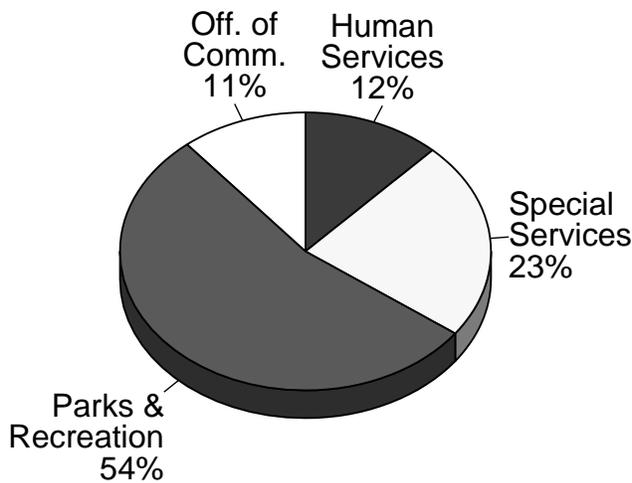
Eliminate Sunday hours at recreation centers, which includes the elimination of four full time positions	-141,000
Productivity reduces expenditures	-121,400
Eliminate staff supervised programs at Danforth Recreation Center, including the elimination of two full time positions. Permit use will continue.	-119,500
Abolish 5 percent of part time and seasonal positions in the Recreation Division due to budget constraints, resulting in less staff supervision of youth	-55,100
Reduce the BEST Program due to budget constraints	-48,400
One time New York State Cemetery Archives Grant ends	-47,200
The Youth Training Academy Program, an intensive job-readiness program for youth, is added with Community Development Block Grant funding	44,700
Cemetery sales staffing stabilizes, thus enabling the elimination of three full time positions	-39,000
The Summer Food Program expense and offsetting revenue decrease to reflect projected need	-38,900
Efficiencies reduce the Good Grades Pay Program	-38,500
A one-time budget reduction in 2001-02 does not recur	34,500
Close the Webster Ice Rink	-30,000
A Center for Disease Control (CDC) grant ends	-27,400
Eliminate one full time position in the stock room due to budget constraints	-26,800
Efficiencies reduce the professional services allocation	-25,000
Eliminate War Memorial part time and seasonal positions due to budget constraints	-21,600
Two part time clerical positions are eliminated due to efficiencies	-20,500

 As amended by City Council:

Downtown entertainment activities are added	10,000
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DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	9,359,453	9,524,600	9,508,900	9,212,100
Materials & Supplies	621,568	669,700	594,600	580,700
Services	7,544,539	7,594,700	7,899,300	7,685,500
Other	<u>32,140</u>	<u>33,000</u>	<u>33,000</u>	<u>34,000</u>
Total	17,557,700	17,822,000	18,035,800	17,512,300
Appropriation by Activity				
Office of the Commissioner	1,779,012	1,827,200	1,884,400	1,933,100
Parks and Recreation	9,523,074	9,693,400	9,731,400	9,370,600
Special Services	4,027,651	4,224,700	4,237,000	4,141,900
Human Services	<u>2,227,963</u>	<u>2,076,700</u>	<u>2,183,000</u>	<u>2,066,700</u>
Total	17,557,700	17,822,000	18,035,800	17,512,300
Employee Years by Activity				
Office of the Commissioner	16.1	15.3	16.7	16.8
Parks and Recreation	258.0	261.3	260.9	242.9
Special Services	33.0	38.1	35.6	32.1
Human Services	<u>21.7</u>	<u>21.3</u>	<u>22.2</u>	<u>21.7</u>
Total	328.8	336.0	335.4	313.5



The Office of the Commissioner directs the Department's activities by developing policy, procedures, goals and objectives, and performance standards.

Administrative Support provides centralized financial and personnel services for the Department.

The Special Events unit plans and carries out cultural programs in various locations, manages and coordinates neighborhood festival sites throughout the City, helps citizens obtain permits for special events not operated by the City, and presents performances of fine and performing arts at various sites. Communications and promotional activities are part of this office.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Introduce comprehensive arts policy	#11 - Arts & Culture	Second Quarter
Complete installation of Blue Cross Arena scoreboard	#8 - Tourism Destination	Second Quarter
Complete design for Manhattan Square Park renovation	#1 - Involved Citizens #4 - Environmental Stewardship #6 - Economic Vitality #8 - Tourism Destination #10 - Center City #11 - Arts & Culture	Third Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	1,884,400	1,933,100	48,700
Employee Years	16.7	16.8	0.1

Change Detail

Salary & Wage Adjustment	General Inflation	Chargebacks	Vacancy Allowance	Miscellaneous	Major Change	Total
-2,300	36,100	-8,400	0	12,800	10,500	48,700

Major Change

<input type="checkbox"/> As proposed by the Mayor:	
Productivity reduces expenditures	-15,600
A one-time budget reduction in 2001-02 does not recur	6,500
Transfer seasonal positions from the War Memorial to assist during special events	5,500
Add in-house printing in Special Events	4,900
Reduce the allocation for canal promotion	-2,300
Noontime Concerts are eliminated due to poor attendance, offset by the addition of Center City After Work Concerts	1,500
<input type="checkbox"/> As amended by City Council:	
Downtown entertainment activities are added	10,000

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF THE COMMISSIONER

COMMISSIONER'S OFFICE

The Commissioner's Office develops management policy and sets goals and performance standards.

ADMINISTRATIVE SUPPORT

Administrative Support coordinates the Department's annual budget and capital planning process; maintains fiscal operations, personnel and payroll matters; coordinates the purchasing of supplies; and manages the City Council submission process.

SPECIAL EVENTS – R2010 Campaign #11 - Arts & Culture

Special Events provides cultural programs throughout the year for the public. It has responsibility for the Summer Performing Arts Series and holiday events. Special Events assists the public by coordinating the permit process for special events not operated by the City, such as neighborhood and downtown festivals, parades, and block parties. It oversees fund raising and special events for the Rochester Events Network.

Program Change

The performance indicator major events category increases due to a number of former block parties that have become fests and additional events at the Public Market. The other permit application category decreases due to former sidewalk marches that are now parades. Atrium use is expected to increase for receptions.

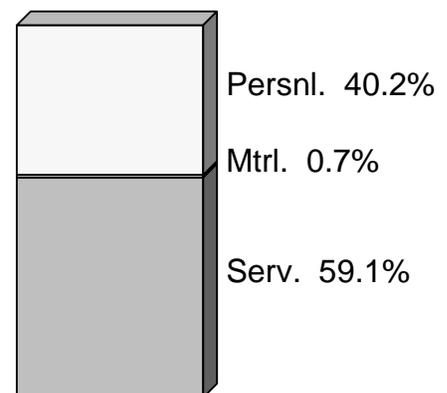
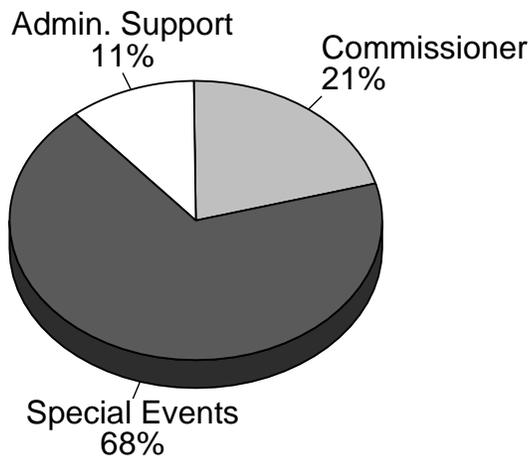
The Holiday Lighting ceremony is eliminated. City funding for the New Year's Eve fireworks is eliminated, but private funding will be advocated.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND:				
Permit Applications	434	430	430	450
WORKLOAD:				
Permit applications processed:				
● Major events	120	91	87	120
● Rallies, parades, runs	101	98	100	110
● Block parties	60	59	65	60
● Atrium	69	67	68	75
● Link Gallery	19	14	14	20
● Other	<u>65</u>	<u>101</u>	<u>110</u>	<u>65</u>
Total	434	430	444	450
Work orders prepared	1,302	1,290	1,332	1,350
Professional services agreements prepared	133	130	130	115
Fund raising contacts made	4,450	4,400	4,500	4,450

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF THE COMMISSIONER
EXPENDITURE SUMMARY

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	719,877	706,400	766,800	776,200
Materials & Supplies	8,622	7,000	8,800	13,700
Services	1,050,513	1,113,800	1,108,800	1,143,200
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	1,779,012	1,827,200	1,884,400	1,933,100
Appropriation by Activity				
Commissioner's Office	405,301	401,600	424,200	411,800
Administrative Support	179,125	167,300	187,700	206,700
Special Events	<u>1,194,586</u>	<u>1,258,300</u>	<u>1,272,500</u>	<u>1,314,600</u>
Total	1,779,012	1,827,200	1,884,400	1,933,100
Employee Years by Activity				
Commissioner's Office	5.9	5.7	6.2	5.2
Administrative Support	4.1	3.6	4.1	5.0
Special Events	<u>6.1</u>	<u>6.0</u>	<u>6.4</u>	<u>6.6</u>
Total	16.1	15.3	16.7	16.8



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF THE COMMISSIONER
PERSONNEL SUMMARY

FULL TIME POSITIONS				Com- mis- sion- er's Office	Admini- strative Support	Special Events
Br.	Title	Budget 2001-02	Approved 2002-03			
36	Commissioner of Parks, Recreation & Human Services	1	1	1		
35	Deputy Commissioner of Parks, Recreation & Human Services	0.7	0.7	0.7		
28	Director of Cultural Affairs	1	1			1
28	Manager of Administrative Support	1	1		1	
24	Senior Administrative Analyst	0.5	0.5	0.5		
23	Special Events Facility Manager	0.5	0.5			0.5
21	Human Resource Consultant	1	0			
21	Senior Communications Assistant	1	1			1
19	Senior Recreation Supervisor	1	1	1		
18	Community Events Coordinator/Bilingual	1	1			1
18	Secretary to Commissioner	0	1	1		
18	Special Events Program Assistant	1	1			1
16	Administrative Assistant	0	1		1	
16	Secretary to Commissioner	1	0			
14	Graphic Assistant	1	1			1
9	Clerk II	1	1		1	
7	Clerk III with Typing	2.8	2.8	1	1	0.8
6	Receptionist Typist	1	1		1	
EMPLOYEE YEARS						
Full Time		16.5	16.5	5.2	5.0	6.3
Overtime		0.2	0.1	0.0	0.0	0.1
Part Time, Temporary, Seasonal		0.0	0.2	0.0	0.0	0.2
Less: Vacancy Allowance		<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total		16.7	16.8	5.2	5.0	6.6

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION

The Bureau of Parks and Recreation is supported by an Administration unit that develops programs and policies, administers contracts and facility use permits, and implements special programs and events. The Administration unit trains employees, coordinates the Bureau's budget, performs accounting and personnel functions, and manages the Department's supplies.

The Bureau of Parks and Recreation provides year-round and seasonal leisure activities. It also maintains equipment, grounds, and facilities in the City's parks system, including recreation and parks equipment, ice rinks, and ball fields. It provides custodial services at the Department's facilities and repairs specialized grounds equipment.

The Forestry activity plants trees along streets and in parks, maintains healthy trees, and removes diseased and dead trees.

Other activities include operation of Public Market facilities, renting stall space, and conducting Special Event market days.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Re-open Carter Street Recreation Center	#1 - Involved Citizens #3 - Health, Safety & Responsibility #5 - Regional Partnerships #7 - Quality Service	Second Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	9,731,400	9,370,600	-360,800
Employee Years	260.9	242.9	-18.0

Change Detail

<u>Salary & Wage Adjustment</u>	<u>General Inflation</u>	<u>Chargebacks</u>	<u>Vacancy Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	<u>Total</u>
82,900	53,800	-12,000	0	-200	-485,300	-360,800

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION**

Major Change

Eliminate Sunday hours at recreation centers, which includes the elimination of four full time positions	-141,000
Eliminate staff supervised programs at Danforth Recreation Center, including the elimination of two full time positions. Permit use will continue.	-119,500
Abolish 5% of part time and seasonal positions in the Recreation Division due to budget constraints, resulting in less staff supervision of youth	-55,100
Productivity reduces expenditures	-34,000
Close the Webster Ice Rink	-30,000
A one-time budget reduction in 2001-02 does not recur	28,000
Eliminate one full time position in the stock room due to budget constraints	-26,800
Efficiencies reduce professional services allocation	-25,000
Two part time clerical positions are eliminated due to efficiencies	-20,500
Forestry Tree Health Care services are reduced due to budget constraints	-15,600
Eliminate one seasonal position in Equipment Maintenance due to budget constraints	-12,700
Increase advertising at the Public Market for special events to increase customer base	10,000
Eliminate the on-call positions in Recreation due to budget constraints	-9,200
Eliminate the Adopt-A-Park program due to budget constraints	-9,100
Eliminate the operation of the Edgerton and Carter St. above ground pools due to budget constraints	-7,900
New rate structure for cellular telephones reduces expense	-7,100
One time allocation for the North Street Teen Lounge furniture and equipment is complete	-6,000
A grant-funded Arts, Recreation and Tutoring (A.R.T.) program is added	5,600
Eliminate the Downtown Public Market due to poor attendance and lack of interest by vendors	-4,000
The Community Band at South Ave. Recreation Center is eliminated due to lack of interest	-2,700
Eliminate the Zoo Mobile, Fun and Entertainment Rides, and Folk Tale Performing Arts programs due to budget constraints	-2,200
Reduce the South West Area Neighborhood (SWAN) Track and Field contract due to low participation	-1,500
Increase in the Learn to Swim program due to a City School District reduction	1,000

ADMINISTRATION

Administration develops programs and policy and creates and distributes information about them. It administers contracts and facility use permits and oversees special and seasonal activities. It trains employees and coordinates the Bureau's budget, accounting, collection, and personnel functions. It manages the Department's supply unit and plans and implements capital improvement projects in parks, recreation facilities, and the Public Market. It also manages the Bureau's Security Program.

FIELD ADMINISTRATION

This activity provides management oversight of neighborhood recreation programs and facilities.

RECREATION – R2010 Campaign #9 - Healthy Urban Neighborhoods

The Recreation Division includes:

<u>Recreation Centers</u>	<u>Community Centers</u>	<u>Schools</u>	<u>Senior Programs</u>
Adams Street	Clinton Baden	Charlotte Middle	Carter
Avenue D	Danforth	East High	DownTowners
Campbell Street	Edgerton	James Madison	Evergreen
Carter Street	Flint Street	Jefferson	Kennedy
Cobbs Hill	North Street	St. Monica's Summer	Stardust
Field Street	Webster Avenue	#2, #16	
Flint Street		#17 Summer	
Humboldt Street		#20 Club House	
LaGrange Avenue		#28, #33	
Lake River		#35, #42	
Norton Village		#43, #46	
Pierpont Street		#52	
River Park Commons			
South Avenue			

Program Change

The North and South Recreation areas are consolidated and are now shown as Recreation. Staff supervised programming at Danforth Recreation Center is eliminated. The facility will be available for use on a permit basis. The Gardiner Recreation Center transfers from Danforth to the Adams Recreation Center. The Norton Village Recreation Center transfers from Webster Avenue to the Carter Recreation Center. The Carter Street recreation facility expands with the collaborative agreement with Community Place of Greater Rochester. Sunday service hours at recreation centers are eliminated. These changes are reflected in the 2002-03 performance indicators below.

Flint Street Community Center was closed for renovations for three weeks during the summer of 2001-02, thus reducing their performance indicators for that fiscal year. Their performance indicator numbers increase to normal levels for 2002-03.

The number of permit uses at the South Avenue Recreation Center decrease considerably due to the new City School District agreement effective in 2002-03. A permit is no longer needed by the City School District for use of the craft room due to the revised agreement.

Adams St. will host an introductory City-wide photography contest for beginners, ages 6 to 13, with awards.

Avenue D will sponsor a community yard sale and open house for area businesses, organizations, and families to familiarize them with the Avenue D recreation center and programs.

Campbell St. will expand the Drama Program for ages 10-17 from a ten week session to a twice a week permanent program to include basic techniques in drama, poise, and writing commercials and scripts.

Charlotte/LaGrange will begin the Young Audiences Residency, a cultural and arts program for youth. This is a collaborative program with Quad A for ages 6-13, and provides different cultural experiences for participants.

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION**

Edgerton/Pierpont will collaborate with Sector Three Assets for Youth (S.T.A.Y.) on a college tour to visit local colleges such as St. John Fisher and Nazareth during April recess for youth ages 12-17 years old. This opportunity allows not only juniors and seniors to visit nearby campuses, but also allows those in middle school the opportunity to talk with college advisors at an early age.

Flint St. will implement a youth/peer mediation program focusing on the importance of mediation and learning how to control emotions and express them in a positive manner.

Humboldt St. will host a Junior Achievement Program for Schools 28 and 46. This is an economic education program taught by a community business volunteer. The curriculum teaches economic principles, learning skills, and communication development.

North St. will expand the homework assistance program to include more youth in schools #36, #6, and the Dr. Freddie Thomas Learning Center.

South Ave. will enhance the youth fitness program in walking and running by having participants researching local points of interest use these locations as their destination.

Webster Ave. will provide an opportunity for youth to obtain work permits and information on interview techniques. This will occur by conducting two youth job fairs during April and October in collaboration with North East Area Development (NEAD), NET, Rochester Works, the Bureau of Human Services, and the City School District.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Registrations:				
● Adams/Gardiner	3,376	3,300	3,348	3,842
● Avenue D	2,430	2,470	2,470	2,470
● Campbell	1,418	1,435	1,435	1,440
● Carter/Norton Village	905	1,000	1,000	1,610
● Charlotte/LaGrange	925	900	900	920
● Danforth	2,324	2,240	2,210	0
● Edgerton/Pierpont	3,753	3,400	3,200	3,400
● Flint	3,597	3,100	3,075	3,630
● Humboldt	2,024	2,030	2,030	2,040
● North Street	2,193	2,100	2,100	2,300
● South/Field/Cobbs Hill	2,258	2,200	2,500	2,200
● Webster	1,303	1,300	1,300	1,090

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION

12-13

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
WORKLOAD				
Hours of operation:				
● Adams/Gardiner	5,377	5,155	5,155	6,092
● Avenue D	3,859	3,949	4,015	3,521
● Campbell	4,104	4,196	4,123	3,955
● Carter/Norton Village	2,892	2,885	2,997	2,940
● Charlotte/LaGrange	2,575	2,596	2,596	2,544
● Danforth	4,733	4,650	4,754	917
● Edgerton/Pierpont	6,801	6,804	6,822	6,532
● Flint	4,842	4,863	4,863	5,114
● Humboldt	3,221	3,342	3,342	3,044
● North Street	4,879	4,700	4,900	4,447
● South/Field/Cobbs Hill	7,188	7,062	7,209	6,811
● Webster/Norton Village	3,700	3,832	3,832	3,239
Number of permit uses:				
● Adams/Gardiner	183	200	200	200
● Avenue D	195	192	185	185
● Campbell	157	165	200	200
● Carter/Norton Village	13	13	10	10
● Danforth	286	300	350	250
● Edgerton/Pierpont	453	450	450	450
● Flint	10	8	5	10
● North Street	288	250	250	250
● South/Field/Cobbs Hill	271	200	200	45
● Webster	2	2	2	2
RESULTS				
Attendance per year:				
● Adams/Gardiner	27,725	27,000	27,000	39,000
● Avenue D	27,951	29,000	37,000	29,500
● Campbell	29,344	31,584	40,000	30,800
● Carter/Norton Village	30,011	30,000	31,000	40,000
● Charlotte/LaGrange	21,520	22,000	22,000	22,000
● Danforth	31,004	35,000	35,000	0
● Edgerton/Pierpont	40,058	38,000	33,000	40,000
● Flint	99,515	86,307	85,000	95,200
● Humboldt	31,628	30,000	30,000	30,000
● North Street	41,401	37,000	37,000	37,000
● South/Field/Cobbs Hill	54,099	55,000	65,000	57,000
● Webster	26,253	29,000	29,000	26,000

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION

GENESEE VALLEY COMPLEX – R2010 Campaign #9 - Healthy Urban Neighborhoods

This activity manages the Genesee Valley Park (GVP) ice rink, pool, playing fields, and Manhattan Square Park facility, including the ice rink.

Program Change

The Manhattan Square Rink opened late in 2001-02 due to warm weather, reducing the hours of operation. Attendance for the rink was down during 2000-01 due to mechanical problems. The Genesee Valley Park pool permit use for 2000-01 was reduced due to weather conditions.

An in-house youth ice hockey program will expand to four teams.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Registrations - Special Events	443	500	500	500
WORKLOAD				
Hours of operation:				
● GVP Ice Rink	3,276	3,276	3,276	3,276
● GVP Pool	835	835	835	835
● Manhattan Square Rink	925	755	925	925
Number of permit uses:				
● GVP Ice Rink	304	350	350	350
● GVP Pool	224	300	300	300
● Manhattan Square Rink	59	65	65	65
RESULTS				
Attendance per year:				
● GVP Ice Rink	26,947	25,000	23,000	23,000
● GVP Pool	17,517	19,100	21,000	21,000
● Manhattan Square Rink	6,863	11,000	13,000	11,000

ATHLETICS – R2010 Campaign #9 - Healthy Urban Neighborhoods

This activity develops, coordinates, and directs athletic activities, including organized team sports at all skill levels and competition. Among its programs are the Adult Recreational Softball League, the Saturday morning Learn To Swim program, youth softball, basketball and football leagues, adult tennis, volunteer Youth Sports Enhancement program, and City-wide track and field program. This activity also is responsible for the development and administration of the centralized aquatic initiative.

Program Change

The Frederick Douglass, Freddie Thomas, and Jefferson summer swim programs were closed in 2000-01 due to construction, with the Marshall pool opened in lieu of Jefferson. The Charlotte pool opened late in 2000-01 due to lack of lifeguard staff, resulting in reduced attendance.

This activity will collaborate with the Rochester Americans hockey team to host basic hockey instruction clinics for youth ages 8-13 at various City recreation centers.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Adult softball participants	3,755	3,600	3,600	3,600
WORKLOAD				
Hours of Aquatics operation:				
● Charlotte	80	96	96	96
● Douglass	0	280	280	280
● East	360	360	360	360
● Freddie Thomas	432	712	712	712
● Jefferson	80	360	360	360
● Madison	712	712	712	712
● Marshall	280	0	0	0
Registration for Aquatics:				
● Charlotte	163	175	175	175
● Douglass	240	275	275	250
● East	480	500	600	600
● Freddie Thomas	169	600	600	600
● Jefferson	101	250	200	250
● Madison	521	600	600	600
● Marshall	200	0	0	0
RESULTS				
Adult softball games held	1,210	1,215	1,275	1,275
Attendance per year:				
● Charlotte	314	1,500	1,500	1,500
● Douglass	2,657	2,800	2,800	2,800
● East	3,603	3,600	4,000	3,600
● Freddie Thomas	1,594	3,600	4,400	3,600
● Jefferson	826	2,800	2,800	2,800
● Madison	4,075	4,000	4,400	4,000
● Marshall	1,485	0	0	0

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION

PUBLIC MARKET – R2010 Campaign #9 - Healthy Urban Neighborhoods

This activity operates and maintains the Public Market at 280 North Union Street. Employees rent stall space to vendors, collect revenues, maintain buildings and grounds, and supervise operations on market days.

Program Change

Due to lack of participation, the Downtown Market is discontinued. A Security and Disaster Response System will be completed. A Market Museum will be installed in collaboration with the Rochester Museum and Science Center.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Stalls for rent:				
● Shed A	124	124	124	124
● Shed C	68	68	68	68
● Winter Shed	60	60	60	60
● Downtown Market	20	20	20	0
Leases:				
● Shed A & C/ seasonal	197	197	197	197
● Winter Shed/annual	59	59	59	59
● Shed A & C/ annual	10	11	11	11
WORKLOAD				
Market days held	153	155	155	155
Special event days	28	30	30	30
Downtown Market - weeks operated	19	16	19	0
Daily rentals:				
● Shed A & C (January - April)	1,800	1,750	1,730	1,730
● Shed A & C (May - December)	1,400	1,350	1,300	1,300
● Special Events	1,575	1,500	1,500	1,500
EFFICIENCY				
Occupancy Rate (%)				
● Shed A	100	100	100	100
● Shed C	95	95	95	95
● Winter Shed	98	95	100	98
● Downtown Market	50	40	80	0

PARKS OPERATIONS – R2010 Campaign #4 - Environmental Stewardship

Parks Operations maintains City parks, green areas, and recreation and parks equipment. It prepares and maintains athletic fields and two artificial ice rinks. It plants, grooms, and maintains City parks flower beds, Maplewood Park Rose Garden, and sections of the Genesee River Trail.

Program Change

Webster Ice Rink is closed for 2002-03. Both the Manhattan Square and Webster ice rinks were closed for three weeks in 2001-02 due to warm weather, thus reducing the number of weeks they were maintained.

Parks Operations will plan and implement a labeling system for the different varieties of roses in the Maplewood Rose Garden.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Acres maintained	880	880	880	880
Ice Rinks maintained	3	3	3	2
Work orders received	1,150	1,150	1,200	1,200
WORKLOAD				
Mowings/trimmings per area	18	18	18	18
Litter/trash pickups per area	57	61	61	61
Ice Rinks (weeks maintained)				
• Genesee Valley	26	26	26	26
• Manhattan Square	15	12	15	15
• Webster	14	11	14	0
Maplewood Rose Garden bushes maintained	4,750	4,750	4,750	4,750
EFFICIENCY				
Work orders completed (%)	98.0	99.1	95.8	95.8
RESULTS				
Work orders completed	1,127	1,140	1,150	1,150
Actual mowings/trimmings per area	18	18	18	18

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION

FORESTRY – R2010 Campaign #4 - Environmental Stewardship

The Division of Forestry manages the care and maintenance of the City's urban forest. This includes tree pest management, pruning, planting, and tree and stump removal on City streets, in City parks, and other City properties. The Division responds to the public regarding City tree management issues and conducts annual inspections of City trees to assist in work program planning.

Program Change

Trees to be pruned in parks and cemeteries previously were on a request only basis. A systematic approach to prune these trees has been implemented. Many stumps in the parks and cemeteries have been removed, thus lowering the anticipated need for removals. City staff has taken over much of the tree planting work load, thus reducing the tree planting by contract.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Street trees and sites:				
● Trees	59,220	59,759	59,759	59,860
● Planting sites	19,550	19,706	19,706	19,800
● Trees to be pruned	9,610	7,200	7,100	7,100
● Annual removals	550	500	500	500
● Annual stump removals	510	500	450	450
Parks/cemetery trees:				
● Trees	11,575	11,779	11,667	11,750
● Trees to be pruned	1,175	5,780	5,834	6,000
● Removals	175	178	170	150
● Stumps	512	520	519	200
Service requests received	2,772	2,900	2,900	3,000
WORKLOAD				
Trees removed by city	410	400	400	400
Trees removed by others	95	100	100	100
Trees planted by city	N/A	400	N/A	400
Trees planted by contract	600	150	600	150
Trees maintained				
● Complete prune by city	4,950	8,000	8,000	7,500
● Complete prune by contract	5,460	5,500	4,900	4,750
● Hazard prune by city	2,710	3,000	3,000	3,000
● Stump removal by city	425	480	400	400
● Stump removal by contract	17	5	20	20
RESULTS				
Trees removed	505	500	500	500
Trees planted	600	600	600	600
Trees maintained:				
● Complete prune	10,410	13,500	12,900	12,250
● Hazard prune	2,710	3,000	3,000	3,000
Stumps removed	442	485	420	420

N/A - Not Applicable

EQUIPMENT MAINTENANCE – R2010 Campaign #7 - Quality Service

This activity maintains and repairs specialized equipment for the Department. It also maintains and repairs small equipment for the Department of Environmental Services and coordinates vehicle maintenance with them.

Program Change

Improved recording of service requests and data input increases the work orders received and completed. Efficiency improves due to increased focus on preventative maintenance.

Equipment Maintenance will initiate and implement a regular monthly reporting system based on work orders and their category, such as light, medium or heavy maintenance work.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Work orders received	1,150	1,450	1,450	1,500
WORKLOAD				
Work orders completed	950	1,450	1,450	1,500
EFFICIENCY				
Work orders completed (%)	82.6	100.0	100.0	100.0
Work orders per mechanic	280	280	280	300

CUSTODIAL SERVICES – R2010 Campaign #7 - Quality Service

This activity furnishes cleaning services at Parks and Recreation and Office of Special Services buildings.

Program Change

Custodial Services will implement monthly building walk-throughs with facility directors. This collaboration on major and minor needs or improvements will enhance facility appearance resulting in attracting more customers and program participants.

Performance Indicators

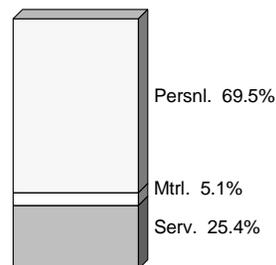
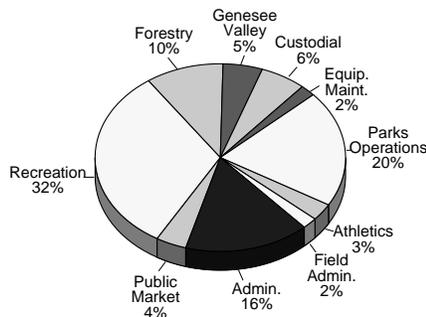
	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Buildings maintained by unit	31	31	31	31
Buildings maintained by lease and monitored by unit	2	2	2	2
WORKLOAD				
Square feet of buildings maintained by unit	334,150	334,150	334,150	334,150
Square feet of buildings maintained by lease	37,000	37,000	37,000	37,000

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION
EXPENDITURE SUMMARY**

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	6,636,239	6,785,200	6,779,200	6,514,300
Materials & Supplies	515,185	534,500	481,800	475,300
Services	2,371,650	2,373,700	2,470,400	2,381,000
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	9,523,074	9,693,400	9,731,400	9,370,600

Appropriation by Activity				
Administration	1,512,610	1,562,300	1,532,000	1,458,200
Field Administration	199,667	160,000	178,500	192,000
Recreation	0	0	0	2,999,600
North Recreation Area	1,487,036	1,568,000	1,558,500	0
South Recreation Area	1,682,605	1,758,100	1,723,900	0
Genesee Valley Complex	417,130	411,000	435,400	437,700
Athletics	283,736	283,800	304,500	303,300
Public Market	423,714	408,800	354,500	368,100
Parks Operations	1,872,883	1,815,900	1,918,000	1,896,200
Forestry	808,204	902,900	929,000	921,800
Equipment Maintenance	229,257	223,600	216,700	215,200
Custodial Services	<u>606,232</u>	<u>599,000</u>	<u>580,400</u>	<u>578,500</u>
Total	9,523,074	9,693,400	9,731,400	9,370,600

Employee Years by Activity				
Administration	19.5	17.9	17.6	16.5
Field Administration	3.5	3.2	3.5	3.5
Recreation	0.0	0.0	0.0	101.2
North Recreation Area	52.8	56.9	55.8	0.0
South Recreation Area	62.1	64.0	62.0	0.0
Genesee Valley Complex	13.6	12.3	12.8	12.8
Athletics	7.6	7.0	8.2	8.3
Public Market	3.7	3.7	3.4	3.4
Parks Operations	48.7	47.4	48.9	48.9
Forestry	19.7	22.1	22.6	22.7
Equipment Maintenance	3.6	4.1	4.4	3.9
Custodial Services	<u>23.2</u>	<u>22.7</u>	<u>21.7</u>	<u>21.7</u>
Total	258.0	261.3	260.9	242.9



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF PARKS & RECREATION
PERSONNEL SUMMARY

12-21

FULL TIME POSITIONS				Adminis- tration	Field Administration	Recreation	Genesee Valley Complex	Athletics	Public Market	Parks Operations	Forestry	Equipment Maintenance	Custodial Services
Br.	Title	Budget 2001-02	Approved 2002-03										
33	Director/Recreation & Leisure Svcs.	1	1	0.9					0.1				
28	City Forester	1	1								1		
28	Asst. Mgr. of Parks & Recreation	2	2	1.7					0.3				
25	Area Manager	1	2		2								
25	Manager, Athletics & Aquatics	1	1				0.5	0.5					
25	Recreation Area Manager	1	0										
24	Program Development Specialist	1	1	1									
21	Recreation Center Director	6	6			5	1						
20	Administrative Analyst	1	1									1	
19	Forestry Operations Supervisor	1	1								1		
19	Parks Operations Supervisor	3	3							3			
19	Senior Equipment Mechanic	1	1									1	
19	Senior Recreation Supervisor	7	6			6							
18	Municipal Assistant	1	1	0.9					0.1				
18	Special Events Program Assistant	1	1	1									
18	Supervisor of Markets	1	1						1				
17	Horticulture Technician	1	1							1			
17	Forestry Technician	4	4								4		
16	Administrative Assistant	1	1	1									
15	Recreation Supervisor	14	13			12	1						
13	Building Maintenance Supervisor	2	2										2
13	Supervising Stock Clerk	1	1	1									
9	Clerk II	1	1	1									
9	Pool Supervisor	1	1			1							
9	Recreation Leader	33	29			29							
9	Recreation Leader Bilingual	3	3			3							
7	Clerk III with Typing	4	4	2	1						1		
6	Stock Clerk	2	1	1									
1	Cleaner	9	9										9
66	Laborer	2	1							1			
66	Laborer 6 Day	1	1							1			
65	Senior Forestry Worker	4	4								4		
65	Sr. Maintenance Mech. Carpenter	1	1							1			
65	Sr. Maintenance Mech. Pipefitter	1	1							1			
65	Sr. Maintenance Mechanic Welder	1	1							1			
63	Equipment Mechanic	3	3									3	
62	Senior Maintenance Mechanic	1	1							1			
61	Crew Chief	6	6							6			
61	Forestry Worker	8	8								8		
57	Senior Security Guard	1	1	1									
56	Ground Equipment Operator	19	20						1	19			
41	Parks Operations Worker	5	5							5			
EMPLOYEE YEARS													
	Full Time	159.0	152.0	12.5	3.0	56.0	2.5	0.5	2.5	40.0	20.0	4.0	11.0
	Overtime	3.5	3.4	0.0	0.0	0.7	0.1	0.0	0.1	1.4	0.6	0.0	0.5
	Part Time, Temporary, Seasonal	106.1	95.2	4.2	0.5	48.8	10.7	7.9	1.0	8.6	2.7	0.0	10.8
	Less: Vacancy Allowance	<u>7.7</u>	<u>7.7</u>	<u>0.2</u>	<u>0.0</u>	<u>4.3</u>	<u>0.5</u>	<u>0.1</u>	<u>0.2</u>	<u>1.1</u>	<u>0.6</u>	<u>0.1</u>	<u>0.6</u>
	Total	260.9	242.9	16.5	3.5	101.2	12.8	8.3	3.4	48.9	22.7	3.9	21.7

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF SPECIAL SERVICES**

The Office of Special Services consists of the Cemeteries, the Blue Cross Arena at the Rochester War Memorial, the Rochester Riverside Convention Center, and the High Falls Entertainment District. Responsibilities include administering the Blue Cross Arena at the Rochester War Memorial lease, operating Mt. Hope and Riverside Cemeteries, and contract administration associated with the operation of the Rochester Riverside Convention Center and the High Falls Entertainment District. These activities are under the direct supervision of the Commissioner's Office.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Replace the War Memorial ice rink floor	#5 - Regional Partnerships #6 - Economic Vitality #7 - Quality Service #8 - Tourism Destination	Second Quarter
Replace the War Memorial lacrosse playing surface	#8 - Tourism Destination	First Quarter
Install a new video scoreboard at the War Memorial	#8 - Tourism Destination	Second Quarter
Host the Cold Rush Opening event for 2003	#8 - Tourism Destination	Third Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	4,237,000	4,141,900	-95,100
Employee Years	35.6	32.1	-3.5

Change Detail

Salary & Wage <u>Adjustment</u>	General		Vacancy			<u>Total</u>
	<u>Inflation</u>	<u>Chargebacks</u>	<u>Allowance</u>	<u>Miscellaneous</u>	<u>Major Change</u>	
14,400	74,100	-30,800	0	-7,600	-145,200	-95,100

Major Change

Productivity reduces expenditures	-52,400
One time New York State Cemetery Archives Grant ends	-47,200
Cemetery sales staffing stabilizes enabling elimination of three full time positions	-39,000
Eliminate War Memorial part time and seasonal positions due to budget constraints	-21,600
Grant writer contract is added to generate cemetery grants	15,000

CEMETERIES – R2010 Campaign #4 - Environmental Stewardship

This Division administers the City's two cemeteries: Mt. Hope, at 1133 Mt. Hope Avenue, and Riverside, at 2650 Lake Avenue. The Division provides information and manages the sales program for the sale of burial space, mausoleum, niches, markers, and cemetery products. The Division is also responsible for the coordination of burial services, mausoleum entombment, and grounds maintenance.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Cemetery acreage	292	292	292	292
WORKLOAD				
Burials arranged	918	975	975	950
Cremations performed	171	200	200	200
Foundations constructed	579	600	600	600
Graves sold	1,033	800	800	900
Niches sold	31	75	75	75
Crypt spaces sold	27	100	100	100
Lawn crypt spaces sold	25	10	10	10
Bronze markers sold	42	25	25	60
Cremation urns sold	27	20	20	20
Granite markers sold	117	50	50	125

BLUE CROSS ARENA AT THE ROCHESTER WAR MEMORIAL – R2010 Campaign #10 - Center City

This activity administers the Blue Cross Arena at the Rochester War Memorial lease, monitors events, and reviews audits and reports of revenue and attendance.

Performance Indicators

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>
DEMAND				
Events	114	122	126	124
WORKLOAD				
Event days	130	145	168	149
EFFICIENCY				
Attendance per event	5,524	4,570	5,079	4,396
Per capita concession revenue (\$)	3.38	3.64	3.44	4.04
RESULTS				
Total concession revenue (gross, \$)	2,125,428	2,030,377	2,200,000	2,202,100
Concessions revenue (City share, \$)	185,975	177,658	192,500	192,700
Total attendance	629,727	557,531	640,000	545,100

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF SPECIAL SERVICES

CONVENTION CENTER – R2010 Campaign #8 - Tourism Destination

The Rochester Riverside Convention Center is owned by the City and operated under contract by the Rochester Convention Center Management Corporation. The contractor is responsible for employing staff, marketing, daily operations, routine maintenance and repair of the facility, and food and beverage service. The net operating cost funded by the City is substantially supported by revenue from the Hotel/Motel tax.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Conventions/trade shows	34	26	26	26
Public shows	29	25	25	23
Other	249	300	320	290
WORKLOAD				
Event days scheduled	275	275	350	285
RESULTS				
Total attendance	275,702	275,000	295,000	270,000

Operating cost for the Rochester Convention Center is estimated as follows:

	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
Operating Revenues		
● Building & equipment rental	1,098,000	978,500
● Food & beverage service	4,018,600	3,612,100
● Convention packages	295,000	280,000
● Building services/miscellaneous	<u>1,017,700</u>	<u>913,000</u>
Total Revenues	6,429,300	5,783,600
Operating Expenses		
● Personnel & fringe benefits	3,893,600	3,596,200
● Materials & supplies	191,800	153,800
● Utilities	368,000	390,000
● Maintenance of building & equipment	268,400	257,800
● Security & contract labor	155,000	127,600
● Food & supplies	879,200	802,100
● Convention packages	295,000	280,000
● Cash capital allocation	148,400	60,000
● Other contractual services	<u>1,355,000</u>	<u>1,257,000</u>
Total Expenses	7,554,400	6,924,500
Total Cost	1,125,100	1,140,900

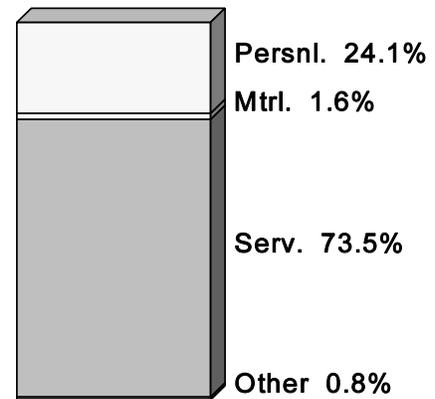
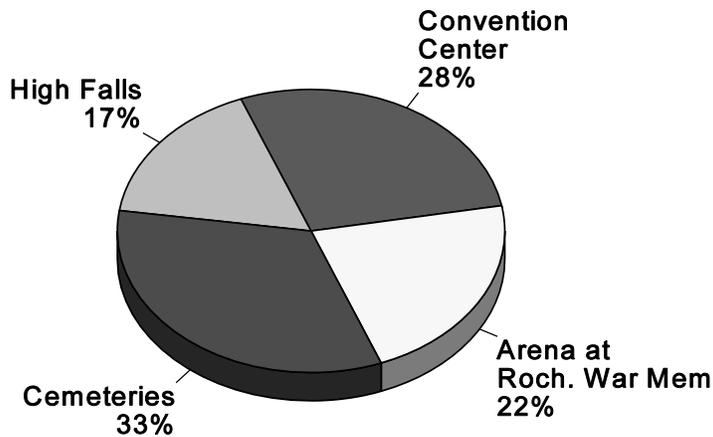
HIGH FALLS ENTERTAINMENT DISTRICT – R2010 Campaign #10 - Center City

The High Falls Entertainment District, in Center City and adjacent to the Genesee River, includes a commercial and retail center. A Sound and Light Show features laser images and other special effects in the Genesee River gorge.

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF SPECIAL SERVICES
EXPENDITURE SUMMARY

12-25

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	939,486	1,105,800	1,040,500	997,300
Materials & Supplies	76,203	95,500	69,300	67,000
Services	2,979,822	2,990,400	3,094,200	3,043,600
Other	<u>32,140</u>	<u>33,000</u>	<u>33,000</u>	<u>34,000</u>
Total	4,027,651	4,224,700	4,237,000	4,141,900
Appropriation by Activity				
Cemeteries	1,246,105	1,469,500	1,419,700	1,365,500
Blue Cross Arena at the Rochester War Memorial	984,146	919,600	981,700	923,600
Convention Center	1,096,900	1,125,100	1,125,100	1,140,900
High Falls Entertainment District	<u>700,500</u>	<u>710,500</u>	<u>710,500</u>	<u>711,900</u>
Total	4,027,651	4,224,700	4,237,000	4,141,900
Employee Years by Activity				
Cemeteries	30.8	35.9	33.1	30.3
Blue Cross Arena at the Rochester War Memorial	<u>2.2</u>	<u>2.2</u>	<u>2.5</u>	<u>1.8</u>
Total	33.0	38.1	35.6	32.1



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
OFFICE OF SPECIAL SERVICES
PERSONNEL SUMMARY

FULL TIME POSITIONS				Cemeteries	Blue Cross Arena at the Rochester War Memorial
Br.	Title	Budget 2001-02	Approved 2002-03		
35	Deputy Commissioner of Parks, Recreation & Human Services	0.3	0.3		0.3
28	Cemetery Manager	1	1	1	
24	Cemetery Superintendent	1	1	1	
23	Special Events Facility Manager	0.5	0.5		0.5
19	Cemetery Operations Supervisor	1	1	1	
16	Administrative Assistant	1	1	1	
7	Clerk III with Typing	3.2	3.2	3	0.2
63	Equipment Mechanic	1	1	1	
57	Cemetery Worker	2	2	2	
42	Cemetery Crew Chief	2	2	2	
A300	Cemetery Sales Coordinator	1	1	1	
A301	Cemetery Sales Counselor	9	6	6	
EMPLOYEE YEARS					
	Full Time	23.0	20.0	19.0	1.0
	Overtime	1.3	1.3	1.3	0.0
	Part Time, Temporary, Seasonal	12.2	11.7	10.9	0.8
	Less: Vacancy Allowance	<u>0.9</u>	<u>0.9</u>	<u>0.9</u>	<u>0.0</u>
	Total	35.6	32.1	30.3	1.8

The Bureau of Human Services has the responsibility for the fiscal management and oversight for several New York State and Federal funding streams, including the Community Development Block Grant (CDBG) Human Services allocation, Emergency Shelter Grant (ESG), Housing Opportunities for Persons with AIDS (HOPWA), and Pregnancy Prevention funding from the Centers for Disease Control and the New York State Office of Family and Children Services. The Bureau administers over \$5 million from these sources.

In addition, the Bureau provides direct client services and administers the Federal Summer Food Program. It also provides technical assistance and represents the City in local and regional human services, employment, and planning processes.

Central Administration manages the Bureau operations; provides City representation in the management of the Monroe County/Rochester workforce development system under the Workforce Investment Act (WIA) including specific City workforce development services related to the Basic Employability Skills Training Program (BEST) and activities initiated by the Economic Development Department.

Planning and Community Relations prepares the Bureau's annual work and expenditure plans for the various funding streams and prepares grant applications. The unit also participates in various community planning processes.

Contract Management maintains the information system and provides monitoring of contractual services. It also administers the Summer Food Service Program, which provides children with breakfasts and lunches at various sites.

Operations delivers youth and adult employment services through the Basic Employability Skills Training, Community Conservation Corps, Teens on Patrol, Youth Training Academy, Volunteer Intern, and Good Grades Pay programs.

The 2002-03 work plan includes the following:

Objective	R2010 Campaigns Supported	Projected Completion
Implement new and expanded youth development initiatives	#2 - Educational Excellence	Second Quarter
Develop a library of resources and services at the Youth Career Center	#5 - Regional Partnerships #7 - Quality Service	Second Quarter

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,183,000	2,066,700	-116,300
Employee Years	22.2	21.7	-0.5

Change Detail

Salary & Wage Adjustment	General Inflation	Chargebacks	Vacancy Allowance	Miscellaneous	Major Change	Total
25,800	23,900	-5,300	0	-4,200	-156,500	-116,300

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES**

Major Change

Reduce the BEST Program due to budget constraints	-48,400
The Youth Training Academy Program, an intensive job-readiness program for youth, is added with Community Development Block Grant funding	44,700
The Summer Food Program expense and offsetting revenue decrease to reflect projected need	-38,900
Efficiencies reduce the Good Grades Pay Program	-38,500
The Center for Disease Control (CDC) grant ends	-27,400
Various materials, supplies, and services are reduced due to budget constraints	-20,000
Productivity reduces expenditures	-19,400
One time adolescent Pregnancy Prevention increment ends	-8,600

CENTRAL ADMINISTRATION

This activity manages overall Bureau operations. The unit supervises unit managers and directs and monitors the Bureau's annual budget preparation and expenditure plans. It also participates on behalf of the City in various planning initiatives and processes, communicates the strategic vision of the City to staff, and ensures that staff activities are consistent with this vision.

PLANNING AND COMMUNITY RELATIONS – R2010 Campaign #6 - Economic Vitality

This activity prepares the annual Bureau work and expenditure plans for the various funding streams, coordinates procurement, develops contracts for services, and acts as liaison to City Council. The unit also participates in various community planning processes and writes grant applications to obtain additional funding for human services initiatives.

Performance Indicators

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Budget</u> 2001-02	<u>Budget</u> 2002-03
DEMAND				
Proposals received	85	70	65	70
WORKLOAD				
Proposals reviewed	80	70	65	70
Contracts developed	98	111	90	97
Contract amendments	47	35	30	30
Grants developed	4	5	5	3
Council transmittals processed	N/A	N/A	N/A	40
Grant writing technical assistance	N/A	N/A	N/A	10
Request for proposals developed	N/A	N/A	N/A	3

N/A - Not Applicable

CONTRACT MANAGEMENT – R2010 Campaign #6 - Economic Vitality

This activity monitors contracts for various funding streams, maintains the Bureau information system, and ensures that New York State and Federal audit requirements are met in a timely manner. It prepares statistical and descriptive reports for internal and external audiences and provides technical assistance to program operators, including training on new funding requirements.

The Summer Food Service Program is a federally funded activity that provides nutritious breakfasts and lunches to children at various recreation, day care, community centers, and other locations within the City.

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Summer Food Program Breakfast sites	61	66	63	66
Summer Food Program Lunch sites	110	98	114	98
Unemployment rate	6.3%	6.5%	6.5%	6.9%
CDBG program allocation (\$)	1,381,934	1,346,900	1,346,900	1,305,000
ESG allocation (\$)	414,000	413,000	413,000	412,000
HOPWA allocation (\$)	491,000	536,000	N/A	566,000
Technical assistance requests	310	300	300	300
WORKLOAD				
Summer Food Program Breakfasts served	90,976	73,307	92,000	85,000
Summer Food Program Lunches served	179,647	155,596	180,000	170,000
Project reports	630	700	625	825
Monitoring visits	220	250	200	250
Desk audits	125	140	125	150
RESULTS				
CDBG project beneficiaries	14,875	15,250	15,000	15,250
ESG project beneficiaries				
• Families	2,050	2,000	2,000	2,100
• Individuals	29,260	28,000	25,000	28,000
HOPWA project beneficiaries	N/A	826	N/A	850

CDBG - Community Development Block Grant

ESG - Emergency Shelter Grant

HOPWA - Housing Opportunities for Persons

With Aids

N/A - Not Applicable

OPERATIONS – R2010 Campaign #6 - Economic Vitality

This activity operates the Good Grades Pay Program (GGP), which includes the Community Conservation Corps (CCC), the Teens on Patrol (TOPS) Program, Youth Training Academy (YTA), Volunteer Intern Program (VIP) and the Basic Employability Skills Training Program (BEST).

Program Changes

Expansion of youth employment services will fall under the umbrella of the Youth Career Center (YCC), formerly the Zone Employment Center. The YCC will provide technical assistance to community based programs and their youth development staff related to youth employment, career growth and development activities for youth, as well as develop partnerships to meet these goals.

The BEST Program will develop a proposal to provide training for private sector employees aimed at improving morale and productivity. The Volunteer Intern Program (VIP) will be implemented for youth ages 12 to 14 to volunteer at community agencies during the summer. This program is a collaboration with Xerox, Rochester Business Education Alliance (RBEA) and the United Way.

The new Youth Training Academy (YTA) program will provide youth intensive job-readiness training, with hands-on skills. This program is done in partnership with the Hillside Work Scholarship Program.

Applicants for the Good Grades Pay Program decline due to fewer available jobs. Funding for jobs has transferred to the Rochester Resource Alliance.

**DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES**

Performance Indicators

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Budget</u> <u>2001-02</u>	<u>Budget</u> <u>2002-03</u>
DEMAND				
Number of students applying for YTA	N/A	N/A	N/A	200
Number of students applying for VIP	N/A	N/A	N/A	100
WORKLOAD				
Applicants for Good Grades Pay	1,193	902	550	600
Applicants for CCC and TOPS	90	90	90	90
Applicants for BEST	242	360	360	360
Number of students referred for assessments in YTA	N/A	N/A	N/A	150
Number of student orientations for YTA	N/A	N/A	N/A	10
Number of parent orientations for VIP	N/A	N/A	N/A	2
EFFICIENCY				
Participants in Good Grades Pay	529	264	275	275
Participants in CCC and TOPS	57	52	60	60
Participants in BEST	86	150	175	180
Participants who complete BEST	N/A	92	N/A	100
Number of students enrolled in YTA	N/A	N/A	N/A	100
Number of students enrolled in VIP	N/A	N/A	N/A	20
RESULTS				
Number of BEST participants employed	27	59	85	61
Number of BEST participants in school	N/A	5	N/A	9
Number of students completing YTA	N/A	N/A	N/A	95
Number of students completing VIP	N/A	N/A	N/A	20
Number of Pre-COE portfolios developed	N/A	N/A	N/A	20
Number of YTA students employed	N/A	N/A	N/A	67

BEST - Basic Employability Skills Training

CCC - Community Conservation Corps.

COE - Certificate of Employability

TOPS - Teens on Patrol

VIP - Volunteer Intern Program

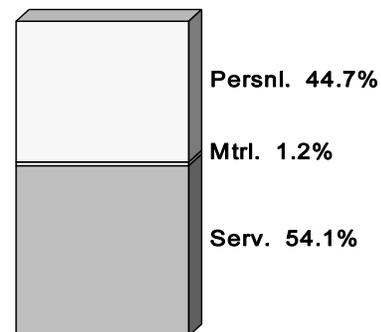
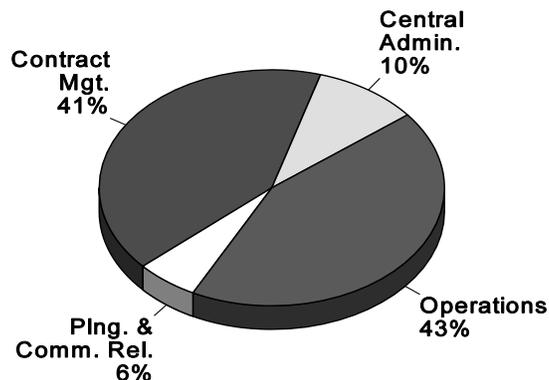
YTA - Youth Training Academy

N/A - Not Applicable

DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES
EXPENDITURE SUMMARY

12-31

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	1,063,851	927,200	922,400	924,300
Materials & Supplies	21,558	32,700	34,700	24,700
Services	1,142,554	1,116,800	1,225,900	1,117,700
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,227,963	2,076,700	2,183,000	2,066,700
Appropriation by Activity				
Central Administration	242,267	202,300	217,000	212,300
Planning & Community Relations	105,791	112,700	117,600	110,300
Contract Management	1,006,914	903,400	944,200	853,200
Operations	<u>872,991</u>	<u>858,300</u>	<u>904,200</u>	<u>890,900</u>
Total	2,227,963	2,076,700	2,183,000	2,066,700
Employee Years by Activity				
Central Administration	3.2	2.5	2.7	2.7
Planning & Community Relations	1.7	1.6	1.7	1.7
Contract Management	6.8	7.5	7.6	6.8
Operations	<u>10.0</u>	<u>9.7</u>	<u>10.2</u>	<u>10.5</u>
Total	21.7	21.3	22.2	21.7



DEPARTMENT OF PARKS, RECREATION & HUMAN SERVICES
BUREAU OF HUMAN SERVICES
PERSONNEL SUMMARY

FULL TIME POSITIONS				Central Administration	Planning & Community Relations	Contract Management	Operations
Br.	Title	Budget 2001-02	Approved 2002-03				
33	Manager/Human Services Planning	1	1	1			
28	Manager of Employment & Training	1	1	1			
24	Associate Employment & Training Coordinator	1	1				1
24	Grants Specialist	1	1		1		
24	Senior Administrative Analyst	1	1			1	
20	Senior Employment & Training Coordinator	6	6		1	2	3
16	Administrative Assistant	1	1				1
16	Employment & Training Coordinator	1	1			1	
16	Employment Case Coordinator	1	1				1
16	Job Readiness Skills Trainer	1	1				1
16	Job Readiness Skills Trainer Bilingual	1	1				1
11	Secretary/Bilingual	1	1	1			
7	Clerk III with Typing	2	2			1	1
EMPLOYEE YEARS							
Full Time		19.0	19.0	3.0	2.0	5.0	9.0
Overtime		0.3	0.3	0.0	0.0	0.0	0.3
Part Time, Temporary, Seasonal		4.1	3.6	0.0	0.0	2.1	1.5
Less: Vacancy Allowance		<u>1.2</u>	<u>1.2</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>
Total		22.2	21.7	2.7	1.7	6.8	10.5

Purpose

The Undistributed Expense budget records allocations associated with, but not included in, departmental budgets or those that cannot reasonably be distributed to departmental budgets. The program includes costs for both current and non-current employee benefits, general risk management, payments to other agencies, and other miscellaneous expenditures.

Year-to-Year Comparison

	Budget <u>2001-02</u>	Budget <u>2002-03</u>	<u>Change</u>	<u>Percent Change</u>
<u>Main Functions</u>				
Employee Benefits - Current	36,181,500	40,707,700	4,526,200	12.5%
Employee Benefits - Non-Current	13,794,500	14,169,700	375,200	2.7%
General Risk Management	611,200	1,430,600	819,400	134.1%
Other	<u>2,674,700</u>	<u>4,225,900</u>	<u>1,551,200</u>	58.0%
	53,261,900	60,533,900	7,272,000	13.7%
Less: Intrafund Credit*	<u>79,100</u>	<u>82,500</u>	<u>3,400</u>	4.3%
Total	53,182,800	60,451,400	7,268,600	13.7%

*Reflects chargeback for Worker's Compensation costs.

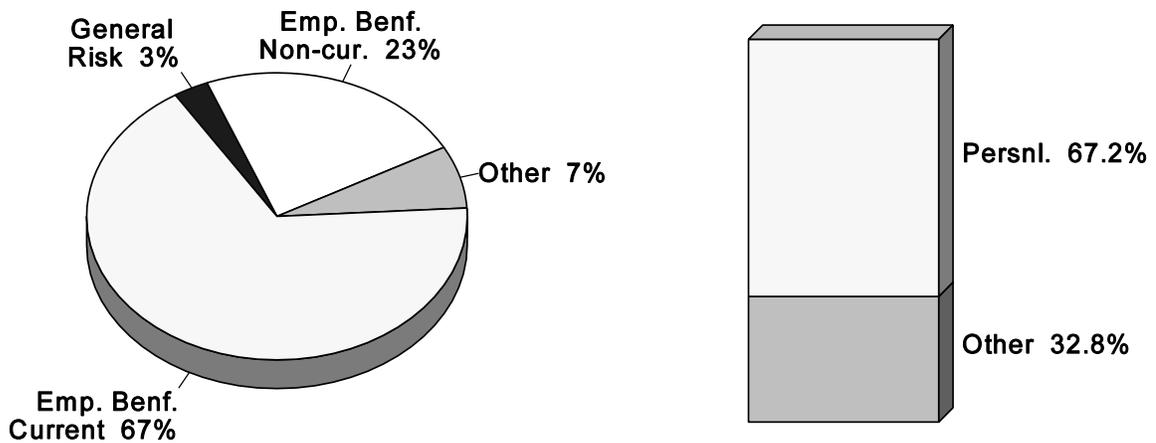
Major Change

Current employee benefits increase due to higher costs for retirement, medical insurance, and Cafeteria Plan	4,526,200
Non-Current employee benefits costs increase due to higher medical insurance costs and increased disabled firefighter expense	375,200
General risk management costs increase due to an allowance being made for a pending assessment challenge and higher reimbursements to reserves from Non-General Funds for prior year claims	819,400
Other expenses increase due to provision being made for services to the City School District, \$1.2 million, and an anti-drug campaign, \$500,000	1,551,200

UNDISTRIBUTED EXPENSES EXPENDITURE SUMMARY

	Actual <u>2000-01</u>	Estimated <u>2001-02</u>	Amended <u>2001-02</u>	Approved <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	32,489,219	34,831,800	36,181,500	40,707,700
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>15,260,391</u>	<u>17,162,100</u>	<u>17,080,400</u>	<u>19,826,200</u>
	47,749,610	51,993,900	53,261,900	60,533,900
Less: Intrafund Credit*	<u>96,697</u>	<u>66,400</u>	<u>79,100</u>	<u>82,500</u>
Total	47,652,913	51,927,500	53,182,800	60,451,400
Appropriation by Activity				
Employee Benefits - Current	32,489,219	34,831,800	36,181,500	40,707,700
Employee Benefits - Non-Current	11,313,429	13,383,400	13,794,500	14,169,700
General Risk Management	764,963	611,200	611,200	1,430,600
Other	<u>3,181,999</u>	<u>3,167,500</u>	<u>2,674,700</u>	<u>4,225,900</u>
	47,749,610	51,993,900	53,261,900	60,533,900
Less: Intrafund Credit*	<u>96,697</u>	<u>66,400</u>	<u>79,100</u>	<u>82,500</u>
Total	47,652,913	51,927,500	53,182,800	60,451,400

*Reflects chargeback for Worker's Compensation costs.



UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – CURRENT

NEW YORK STATE RETIREMENT SYSTEM

The City makes annual payments to the New York State Retirement System, which in turn is responsible for making pension payments to eligible retirees. The New York State Comptroller oversees the System. The City participates in nine separate programs, four for civilians and five for uniformed employees. Each program provides a different level of benefits. Employees are eligible for participation in the various programs based on their employment period, which is called a tier. Tiers are:

<u>Tier</u>	<u>Hire Date (by any qualified public employer)</u>	
	<u>Non-Uniformed Employees</u>	<u>Uniformed Employees</u>
1	Before July 1973	Before July 1973
2	July 1973 to July 1976	After July 1973
3	July 1976 to September 1983	Does not apply
4	After September 1983	Does not apply

The amount of the payment is the product of the wage base times the contribution rates for each tier. The wage base is the estimate by New York State of the wages and salaries earned during the period April 1, 2002 to March 31, 2003. The Comptroller determines the contribution rates.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,354,300	5,232,300	2,878,000

Major Change

Contribution rates provided by the Comptroller increase based on market and portfolio performance 2,878,000

SOCIAL SECURITY

Under the provision of Federal law, the City contributes to the Social Security Trust Fund 7.65 percent of the first \$84,900, then 1.45 percent after that for salaries and wages earned by each eligible employee. Certain earnings and deductions are not subject to these rates, such as flexible spending and payments to disabled employees.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	12,206,400	12,136,900	-69,500

Major Change

Contributions decrease due to workforce reduction; costs associated with pending contract and compensation plans are budgeted in Contingency -69,500

HOSPITAL & MEDICAL INSURANCE

The City provides hospitalization and medical benefits through various programs. Agreements with the different labor unions determines specific coverage and the amount contributed by the City.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	14,748,500	15,638,300	889,800

**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – CURRENT**

Major Change

Insurance rates increase	1,317,300
Savings results from the workforce reduction	-427,500

CAFETERIA BENEFITS PLAN

The City provides a Cafeteria Benefits Plan for Administrative, Professional, and Technical employees and Confidential employees. Under the Plan, an employee is given a credit allocation. The employee then allocates that credit toward various types of benefits and levels of coverage. Employees can choose among medical, dental, life, and disability insurances, and flexible spending accounts. The Plan began on January 1, 1996, and allocation decisions are made annually.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	3,093,700	3,721,600	627,900

Major Change

An inflationary adjustment is made for the Plan Year starting January 2003	627,900
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WORKER'S COMPENSATION

Under a self-insurance program, the City directly finances the costs of medical and compensation payments to employees injured on the job. A private insurance firm that is responsible for investigating claims, making payments, and estimating future reserve requirements administers the program.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,386,700	2,615,900	229,200
Less: Intrafund Credit	<u>79,100</u>	<u>82,500</u>	<u>3,400</u>
	2,307,600	2,533,400	225,800

Major Change

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Current Year Claims	241,100	255,500	14,400
Administrative Charge	59,000	58,900	-100
State Assessments	400,000	525,000	125,000
Prior Years' Claims	<u>1,686,600</u>	<u>1,776,500</u>	<u>89,900</u>
Total	2,386,700	2,615,900	229,200
Less: Intrafund Credit	<u>79,100</u>	<u>82,500</u>	<u>3,400</u>
	2,307,600	2,533,400	225,800

**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – CURRENT**

Chargebacks

<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Department/Bureau</u>	<u>2001-02</u>	<u>2002-03</u>
COMMUNITY DEVELOPMENT	2,000	1,500	LIBRARY	2,000	3,000
ENVIRONMENTAL SERVICES			PARKS, RECREATION AND HUMAN SERVICES		
Commissioner	1,000	1,000	Parks & Recreation	32,300	31,000
Architecture & Engineering	300	500	Special Services	<u>2,000</u>	<u>5,000</u>
Operations	138,000	145,000	TOTAL:	34,300	36,000
Water & Lighting	25,000	35,000	UNDISTRIBUTED	9,000	12,000
Equipment Services	<u>12,000</u>	<u>9,000</u>	CITY TOTAL	241,100	255,500
TOTAL:	176,300	190,500	Interfund	162,000	173,000
EMERGENCY COMMUNICATIONS	2,000	2,000	Intrafund	79,100	82,500
POLICE	15,000	10,000	CITY TOTAL	241,100	255,500
FIRE & RESCUE	500	500			

DENTAL INSURANCE

This activity supports dental benefits provided to employees as provided in labor contracts.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	1,337,000	1,310,100	-26,900

Major Change

Savings result from the workforce reduction -26,900

LIFE INSURANCE

The City provides term life insurance for all full time employees.

<u>Group</u>	<u>Coverage</u>	<u>Yearly Premium</u>
Civilian	\$5,000	\$19.20
Police	\$3,500	\$26.88
FIRE & RESCUE	\$3,500	\$31.20

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	54,900	52,600	-2,300

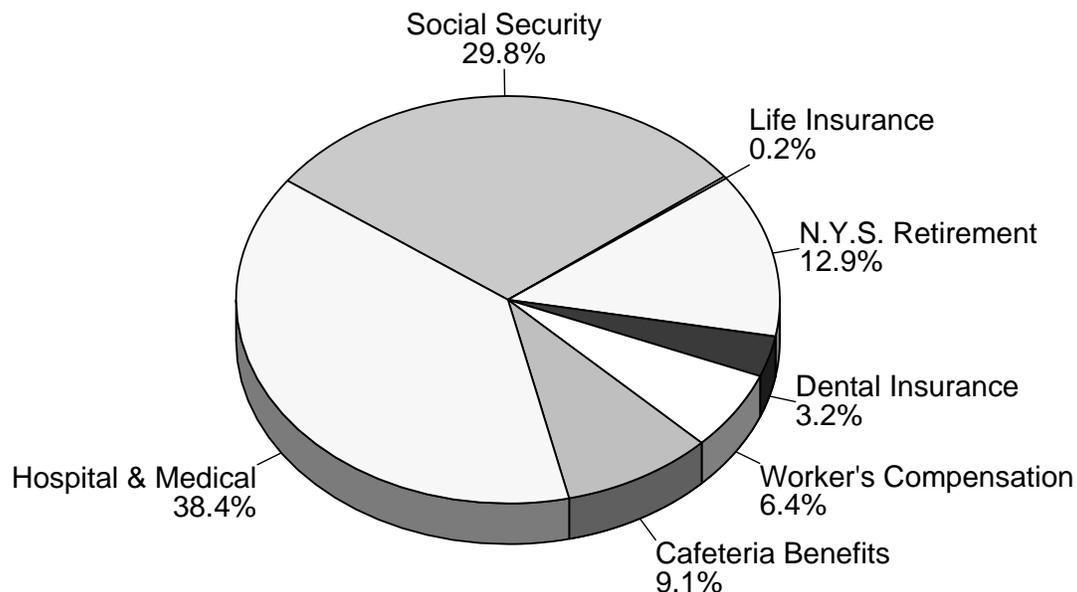
Major Change

Savings results from the workforce reduction -2,300

**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – CURRENT
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	32,489,219	34,831,800	36,181,500	40,707,700
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	0	0	0	0
	<u>32,489,219</u>	<u>34,831,800</u>	<u>36,181,500</u>	<u>40,707,700</u>
Less: Intrafund Credit*	<u>96,697</u>	<u>66,400</u>	<u>79,100</u>	<u>82,500</u>
Total	<u>32,392,522</u>	<u>34,765,400</u>	<u>36,102,400</u>	<u>40,625,200</u>
Appropriation by Activity				
New York State Retirement	1,828,202	1,968,300	2,354,300	5,232,300
Social Security	11,623,571	12,100,000	12,206,400	12,136,900
Hospital and Medical	12,287,546	13,598,300	14,748,500	15,638,300
Cafeteria Benefits Plan	2,442,870	3,183,800	3,093,700	3,721,600
Worker's Compensation	3,234,303	2,654,200	2,386,700	2,615,900
Dental Insurance	1,022,783	1,274,000	1,337,000	1,310,100
Life Insurance	49,944	53,200	54,900	52,600
	<u>32,489,219</u>	<u>34,831,800</u>	<u>36,181,500</u>	<u>40,707,700</u>
Less: Intrafund Credit*	<u>96,697</u>	<u>66,400</u>	<u>79,100</u>	<u>82,500</u>
Total	<u>32,392,522</u>	<u>34,765,400</u>	<u>36,102,400</u>	<u>40,625,200</u>

*Reflects chargeback for Worker's Compensation costs.



UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – NON-CURRENT

DISABLED/OLD PENSION

This activity includes the cost of a closed pension plan for police officers and firefighters, including surviving spouses, who retired before the City's participation in the New York State Retirement System. Revenue from the Foreign Insurance Fund partially offsets the cost of the firefighters' portion.

This activity also includes the cost of pension payments to permanently disabled firefighters who are entitled to collect the difference between the amount they receive from the New York State Retirement System and their current pay for the bracket and step that they held with the Fire & Rescue Department at the time they separated from City employment.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	2,173,800	2,339,800	166,000

Major Change

Provision is made for a wage increase and an adjustment to reflect the change in composition of disability retirement participants	187,000
The cost of the closed pension plan decreases due to declining membership	-21,000

HOSPITAL & MEDICAL INSURANCE

The City provides hospital and medical benefits to eligible retirees.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	11,091,100	11,351,800	260,700

Major Change

Insurance rates increase	260,700
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DENTAL INSURANCE

Firefighters retiring after November 1, 1980 are eligible for dental insurance coverage.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	158,700	120,000	-38,700

Major Change

The budget allocation is reduced based on expense projections	-38,700
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**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – NON-CURRENT**

LIFE INSURANCE

Certain uniformed retirees are provided term life insurance benefits:

<u>Group</u>	<u>Coverage*</u>	<u>Yearly Premium</u>
Police Retirees	\$2,500	\$69.90
Fire & Rescue Retirees	3,500	97.86

*Plus double indemnity for Fire & Rescue Retirees.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	81,500	43,500	-38,000

Major Change

The budget allocation is reduced based on expense projections -38,000

UNEMPLOYMENT COMPENSATION

Individuals terminated from City employment under qualifying circumstances are eligible for unemployment benefits according to Federal guidelines. Quarterly payments are made to New York State based on actual claim experience.

Year-to-Year Comparison

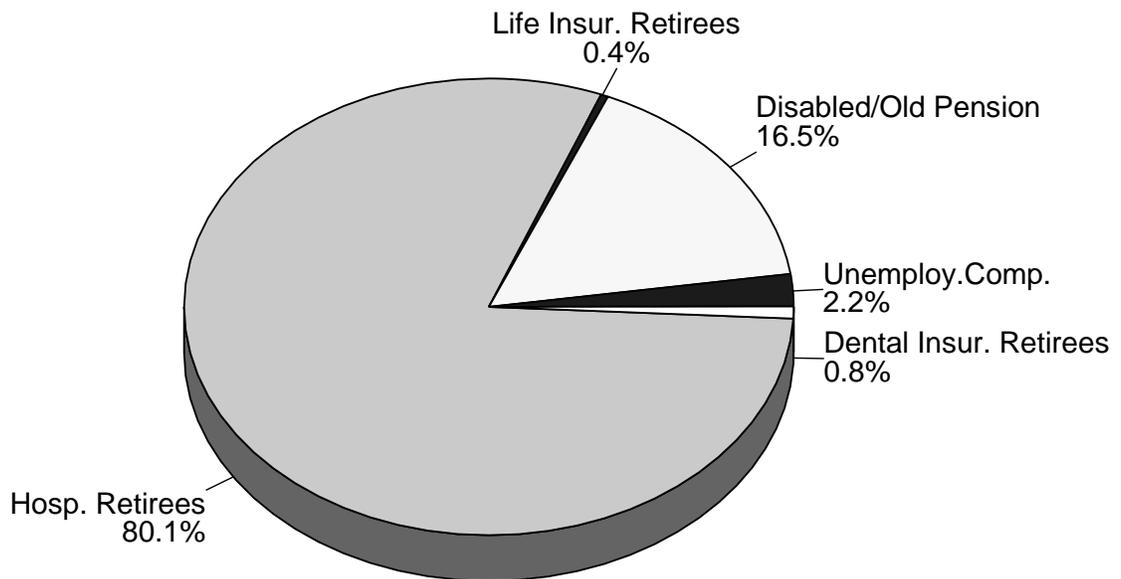
	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	289,400	314,600	25,200

Major Change

An increase in claims activity is projected due to turnover 25,200

**UNDISTRIBUTED EXPENSES
EMPLOYEE BENEFITS – NON-CURRENT
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>11,313,429</u>	<u>13,383,400</u>	<u>13,794,500</u>	<u>14,169,700</u>
Total	11,313,429	13,383,400	13,794,500	14,169,700
Appropriation by Activity				
Disabled/Old Pension	2,129,802	2,130,800	2,173,800	2,339,800
Hospital and Medical - Retirees	8,735,761	10,798,100	11,091,100	11,351,800
Dental Insurance - Retirees	143,802	121,100	158,700	120,000
Life Insurance - Retirees	60,862	43,500	81,500	43,500
Unemployment Compensation	<u>243,202</u>	<u>289,900</u>	<u>289,400</u>	<u>314,600</u>
Total	11,313,429	13,383,400	13,794,500	14,169,700



**UNDISTRIBUTED EXPENSES
GENERAL RISK MANAGEMENT**

GENERAL INSURANCE

The City is self-insured for general and automobile liability. A private firm, which handles all claims, administers the total insurance program. Contributions to Insurance Reserve are a reimbursement of actual enterprise fund claims made in the prior fiscal year.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	511,200	717,600	206,400

Major Change

<u>Cost Components</u>	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Administrative Charge	76,600	72,700	-3,900
Insurance Premium - Major Claims	109,600	109,600	0
Contribution to the Insurance Reserve	<u>325,000</u>	<u>535,300</u>	<u>210,300</u>
	511,200	717,600	206,400

JUDGMENTS & CLAIMS

The Judgments and Claims account is used to pay the City's liability for judgment-based obligations that may occur outside of the normal tort litigation covered by the City's general insurance.

Year-to-Year Comparison

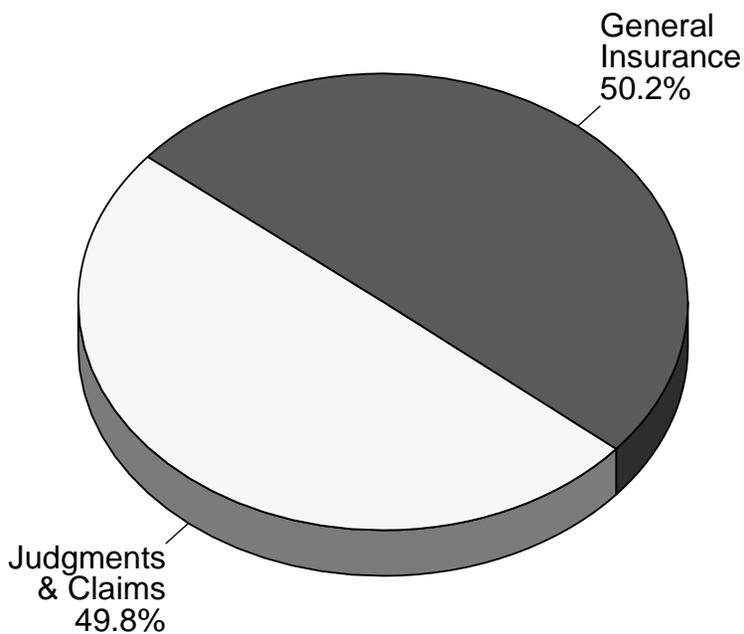
	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	100,000	713,000	613,000

Major Change

An allowance is made for a pending assessment challenge	613,000
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UNDISTRIBUTED EXPENSES
GENERAL RISK MANAGEMENT
EXPENDITURE SUMMARY

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>764,963</u>	<u>611,200</u>	<u>611,200</u>	<u>1,430,600</u>
Total	764,963	611,200	611,200	1,430,600
Appropriation by Activity				
General Insurance	764,297	511,200	511,200	717,600
Judgments and Claims	<u>666</u>	<u>100,000</u>	<u>100,000</u>	<u>713,000</u>
Total	764,963	611,200	611,200	1,430,600



UNDISTRIBUTED EXPENSES
OTHER

PAYMENTS TO OTHER GOVERNMENTS

This activity provides for payments to other governments for charges and services. Monroe County Pure Waters Agency charges the City for waste water removal at City-owned properties. The charge is based on both assessed property value and water consumption. Also included are taxes remitted to suburban school districts for school purposes.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	696,900	665,100	-31,800

Major Change

The allocation for school tax remittances is reduced based on projected need -31,800

EMPLOYEE DEVELOPMENT – R2010 Campaign #7 Quality Services

This activity provides for the development of City employees through various training programs and tuition reimbursement.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	271,900	150,500	-121,400

Major Change

Support for various initiatives is reduced due to budget constraints -121,400

CABLE TV AGREEMENTS – R2010 Campaign #11 - Arts & Culture

This activity includes an agreement with WXXI-TV to operate City 12 as the government access channel.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	172,400	178,300	5,900

Major Change

An adjustment for inflation is made 5,900

TIME BANK ACCRUAL

To comply with the Governmental Accounting Standards Board (GASB) standards, specific time banks are required to be accrued by the City. Vacation time and uniformed compensatory time earned, but not yet taken, are accrued as an expense.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	400,000	400,000	0

UNDISTRIBUTED EXPENSES
OTHER

TITLE REPORTS

This activity includes agreements with title companies that search titles of properties in foreclosure actions and issue title reports.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	161,400	173,400	12,000

Major Change

Additional searches are funded based on current usage 12,000

EFFICIENCY & EFFECTIVENESS INITIATIVES – R2010 Campaign #7 Quality Services

This activity supports initiatives seeking greater efficiency and enhanced effectiveness in City operations.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	50,000	100,000	50,000

Major Change

A one-time budget reduction does not recur 50,000

JOB DEVELOPMENT

This activity provides resources for new approaches to job opportunities for City residents.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	212,700	0	-212,700

Major Change

The one-time allocation for this activity is completed -212,700

SERVICES TO THE CITY SCHOOL DISTRICT – R2010 Campaign #2 Educational Excellence

This activity provides an allocation for services to the City School District

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	0	1,200,000	1,200,000

Major Change

This activity is created 1,200,000

UNDISTRIBUTED EXPENSES
OTHER

ANTI-DRUG CAMPAIGN – R2010 Campaign #3 Health, Safety & Responsibility

This activity provides resources for an anti-drug initiative.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	0	500,000	500,000

Major Change

This activity is created to enable programming for followup to the "Summit on Illegal Drugs" 500,000

MISCELLANEOUS

This activity reserves funds for various expenditures that do not pertain to a specific department, such as the employee bus pass subsidy, flexible spending, safe driver awards, employee assistance program, medical services, and child care referral services. Also included are the Leadership Rochester Program, and annual memberships in Public Technologies, Inc. and International Sister Cities.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Budget	709,400	858,600	149,200

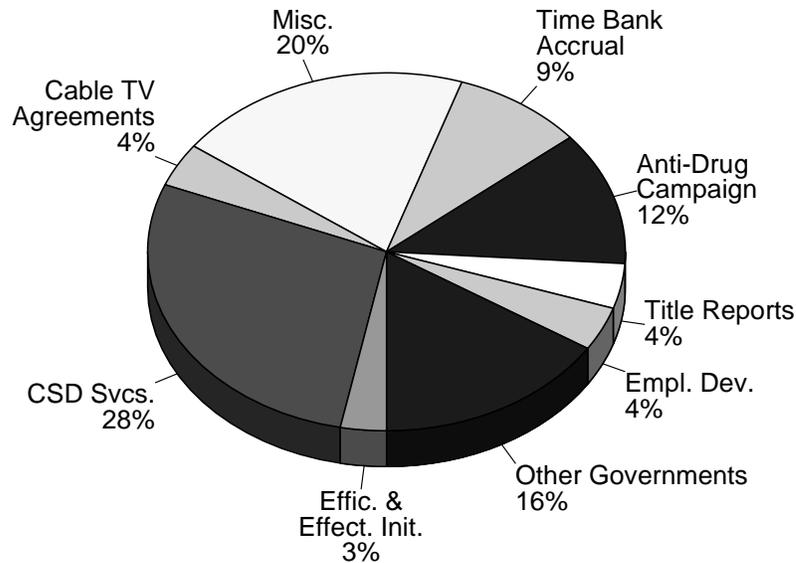
Major Change

The allocation for credit card fee payments is increased due to greater electronic and Internet payment activity 103,600

Net of other adjustments 45,600

UNDISTRIBUTED EXPENSES
OTHER
EXPENDITURE SUMMARY

	<u>Actual</u> 2000-01	<u>Estimated</u> 2001-02	<u>Amended</u> 2001-02	<u>Approved</u> 2002-03
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>3,181,999</u>	<u>3,167,500</u>	<u>2,674,700</u>	<u>4,225,900</u>
Total	3,181,999	3,167,500	2,674,700	4,225,900
Appropriation by Activity				
Payments to Other Governments	518,504	665,100	696,900	665,100
Employee Development	207,154	264,700	271,900	150,500
Cable TV Agreements	167,164	172,400	172,400	178,300
Time Bank Accrual	256,351	400,000	400,000	400,000
Title Reports	161,400	173,400	161,400	173,400
Efficiency & Effectiveness Initiatives	156,100	50,000	50,000	100,000
Job Development	0	212,700	212,700	0
City School District Services	0	0	0	1,200,000
Anti-Drug Enforcement Campaign	0	0	0	500,000
Miscellaneous	<u>1,715,326</u>	<u>1,229,200</u>	<u>709,400</u>	<u>858,600</u>
Total	3,181,999	3,167,500	2,674,700	4,225,900



Contingency provides funds for difficult to project or otherwise unforeseen expenditures. The City Council specifically authorizes each expenditure through a budget transfer to the department incurring the expense.

Year-to-Year Comparison

	<u>Budget 2001-02</u>	<u>Budget 2002-03</u>	<u>Change</u>	<u>Percent Change</u>
Budget	2,121,800	7,601,700	5,479,900	258.3%

Major Change

As proposed by the Mayor:

An allocation is provided for difficult to project or unforeseen expenditures, including the incremental costs of pending labor agreement and compensation packages 5,529,900

As amended by City Council:

Funds were transferred from Contingency to: -50,000

- Public Library for restoration of service hours
- Parks, Recreation and Human Services for Downtown activities
- Administration for R2010 convocation

**CONTINGENCY
EXPENDITURE SUMMARY**

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>0</u>	<u>2,121,800</u>	<u>2,121,800</u>	<u>7,601,700</u>
Total	0	2,121,800	2,121,800	7,601,700
Appropriation by Activity				
General Contingency*	0	2,121,800	2,121,800	7,601,700

*Reflects remaining contingency after amendments. The original 2000-01 contingency was \$8,453,400; in 2001-02 it was \$5,485,700.

The Capital Expense budget finances the construction or reconstruction of facilities and services, the acquisition and replacement of vehicles and equipment, and certain other projects and improvements that provide benefits over a multi-year period. To be included in this budget, a project or item must be consistent with the definition of "capital object or purpose" included in Section 11 of New York State Local Finance Law.

The financing of these capital projects may occur principally through two means. First, a direct appropriation may be made; this type of appropriation is included in the Cash Capital section. Second, funds for the project may be obtained through the issuance of bonds and notes, two forms of borrowing. The subsequent repayment of these borrowed funds and the related interest costs is called "debt service". Appropriations for these expenses are included in the Debt Service section.

To plan for capital expenditures over a period of years and to ensure that equipment replacement and building renovations are made when economically feasible and needed, a Capital Improvement Program (CIP) is prepared anticipating capital investments and their proposed sources of funding for a five year period. The CIP is included in this section as a separate document. The first year's program in each five-year CIP provides the basis for the Cash Capital appropriation and the annual Debt Authorization Plan.

Year-to-Year Comparison

<u>Category</u>	Budget	Budget	<u>Change</u>	<u>Percent Change</u>
	<u>2001-02</u>	<u>2002-03</u>		
Cash Capital	20,800,500	20,426,000	-374,500	-1.8%
Debt Service	<u>37,142,200</u>	<u>34,615,400</u>	<u>-2,526,800</u>	-6.8%
Total	57,942,700	55,041,400	-2,901,300	-5.0%

Major Change

As proposed by the Mayor:

CASH CAPITAL

New Projects:

- Installation of devices to prevent system contamination via hydrants, first year of a two-year program 411,000
- Fire Department computerized records and information management systems 372,000
- Police Department replacement of bomb disposal equipment 194,000
- Fire Department replacement of windows at selected fire houses for energy savings 150,000
- Emergency Communications facilities renovation, to begin an ongoing program with security upgrades 137,000
- City Court facility renovation, reimbursable by New York State 65,000
- Enhanced maintenance for remarketable city-acquired property, a two-year pilot program 50,000

Changes in Existing Programs from 2001-02:

- A reduction in the Residential Street Rehabilitation expense results from the use of \$1,903,000 in debt funding rather than cash capital in 2002-03 and an eight percent (\$228,000) reduction in the program due to budget constraints -2,131,000
- Refuse small equipment allocation increases as three-year totter replacement project begins 1,082,000
- The Building Renovation program allocation increases but to only sixty percent of the planned amount due to budget constraints 897,000
- Design for the Atlantic Avenue (Culver Road - North Winton Road) project commences 612,000

Major Change*Changes in Existing Programs from 2001-02 (cont.):*

● Police Department motor vehicles replacement funding increases but to only sixty percent of the planned amount due to budget constraints	551,000
● Fire Department purchases two Midi fire fighting units in 2002-03	400,000
● Acquisitions and Demolitions funding increases but the acquisition portion is fifty percent less than planned due to budget constraints	370,000
● Downtown Housing programs are reduced due to budget constraints and some reprogramming	-253,000
● Funding is completed for design of replacement Holly and domestic mains near the Andrews Street Bridge. Construction is deferred one year for programmatic reasons, until 2003-04	-200,000
● Ice floor at the Blue Cross Arena in the Community War Memorial will be completed in 2002-03, one year earlier than originally planned	187,000
● Funding for street treatment materials is reduced thirty percent due to budget constraints	-150,000
● The construction phase of the Columbia Avenue (Reynolds Street - Genesee Street) project is advanced to 2002-03 from 2003-04	149,000
● High Falls Cultural District annual allocation increases in 2002-03 to meet immediate needs	90,000
● Funding for traffic control-related work from Monroe County in the Asphalt, Milling and Resurfacing program declines as implementation of the enhanced road surface renewal program is deferred two years until 2004-05 due to budget constraints	-55,000

Projects or Project elements that will not recur :

● Maple Street (Mt Read Boulevard - Glide Street)	-833,000
● Highland Avenue (Monroe Avenue - East City Line)	-349,000
● COPS MORE program capital purchases	-207,500
● Emergency preparedness grant equipment purchases	-135,000
● COPS 311 grant capital purchases	-105,000

Purchasing Power Parity Increments:

Additional Information in each category is provided in the sections that follow 102,000

 As amended by City Council:

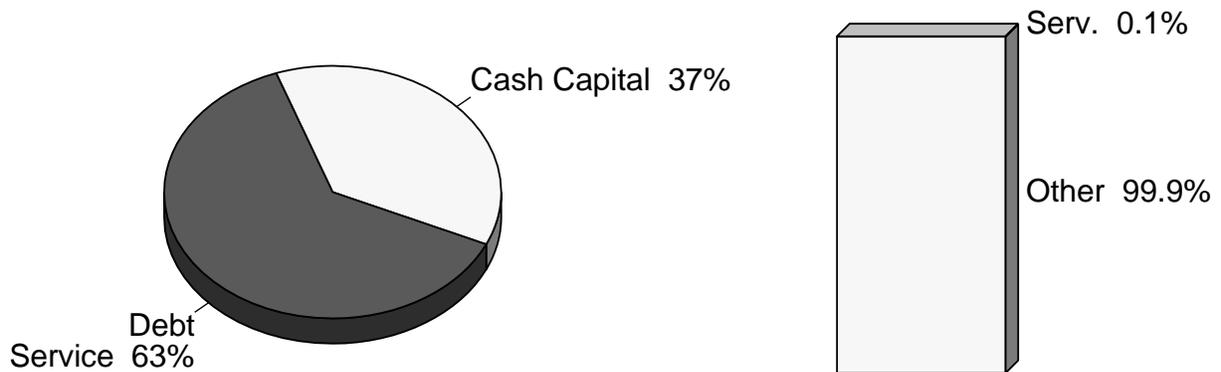
● Reduced Cash Capital expenditures on parking garages	-210,000
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DEBT SERVICE

Expenditures decrease in accordance with debt repayment schedules -2,526,800

CAPITAL EXPENSE EXPENDITURE SUMMARY

	<u>Actual</u> <u>2000-01</u>	<u>Estimated</u> <u>2001-02</u>	<u>Amended</u> <u>2001-02</u>	<u>Approved</u> <u>2002-03</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	39,400	39,400	39,400	39,400
Other	<u>69,928,400</u>	<u>57,903,300</u>	<u>57,903,300</u>	<u>55,002,000</u>
Total	69,967,800	57,942,700	57,942,700	55,041,400
Appropriation by Activity				
Cash Capital	33,394,000	20,800,500	20,800,500	20,426,000
Debt Service	<u>36,573,800</u>	<u>37,142,200</u>	<u>37,142,200</u>	<u>34,615,400</u>
Total	69,967,800	57,942,700	57,942,700	55,041,400



**CAPITAL EXPENSE
CASH CAPITAL**

TRANSPORTATION

The Transportation category includes the following ongoing infrastructure rehabilitation programs:

- Arterial Improvements
- Asphalt Milling, Resurfacing and Curb Replacement
- Residential Street Rehabilitation
- Residential Street Treatment
- Hazardous Sidewalk Program
- Street Planning and Design
- Bridge Improvement Program
- Bridge Reconstruction and Rehabilitation

Funding in this category includes utility work done together with street improvement projects.

Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
6,047,000	3,355,000	-2,692,000

Major Change

Changes in Existing Projects from 2001-02:

- | | |
|---|------------|
| ● A reduction in the Residential Street Rehabilitation expense results from the use of \$1,903,000 in debt funding rather than cash capital in 2002-03 and an eight percent (\$228,000) reduction in the program due to budget constraints | -2,131,000 |
| ● Design for the Atlantic Avenue (Culver Road - North Winton Road) project commences | 612,000 |
| ● Funding street treatment materials is reduced thirty percent due to budget constraints | -150,000 |
| ● The construction phase of the Columbia Avenue (Reynolds Street - Genesee Street) project is advanced to 2002-03 from 2003-04 | 149,000 |
| ● Design funding for Norton Street (Goodman Street - East City Line), as planned | 114,000 |
| ● Funding for traffic control-related work from Monroe County in the Asphalt, Milling and Resurfacing program declines as implementation of the enhanced road surface renewal program is deferred two years until 2004-05 due to budget constraints | -55,000 |
| ● Funding for design of the Lexington Avenue (Mt Read Boulevard - Dewey Avenue) project is complete | -28,000 |
| ● Funding for design of the Chili Avenue (West City Line - Main Street) project is complete | -10,000 |
| ● Funding is provided for the local share of design relating to the Broad Street Subway Tunnel project | 2,000 |

Projects or Project Elements that will not recur:

- | | |
|---|----------|
| ● Maple Street (Mt Read Boulevard - Glide Street) | -833,000 |
| ● Highland Avenue (Monroe Avenue - East City Line) | -349,000 |
| ● South Plymouth Avenue (Barton Street - Ford Street) | -57,000 |

Purchasing Power Parity Increments

- | | |
|------------------------------|--------|
| ● Hazardous Sidewalk Program | 28,000 |
| ● Street Planning and Design | 9,000 |
| ● Bridge Improvement Program | 7,000 |

WATER SYSTEM

The Water System category encompasses both the supply and distribution systems, which provide safe and reliable sources of water to the City. Improvements funded in this category include the cleaning and lining of water mains; replacement of hydrants, valves and meters; and conduit and watershed improvements.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	1,714,000	1,964,000	250,000

Major Change

New Projects:

- Installation of devices to prevent system contamination via hydrants, first year of a two-year program 411,000
- Watershed land and easement acquisitions, first year of an annual program 20,000

Changes in Existing Projects from 2001-02:

- Funding is completed for design of replacement Holly and domestic mains near the Andrews Street Bridge, construction is deferred one year for programmatic reasons, until 2003-04 -200,000
- Funding for additional monitoring and other electronic equipment at the reservoirs 10,000

Projects or Project Elements that will not recur:

- Rush Reservoir Structural Repairs -32,000

Purchasing Power Parity Increments:

- Water Main Cleaning and Lining 30,000
- Hydrant and Valve Replacement Program 7,000
- Water Meter Maintenance Program 2,000
- Conduit and Valve Replacement Program 2,000

PUBLIC SAFETY

The Public Safety category finances the replacement program for equipment used by the Police, Fire, and Emergency Communications units.

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
	1,359,500	2,939,000	1,579,500

Major Change

New Projects:

- Fire Department computerized records and information management systems 372,000
- Police Department replacement of bomb disposal equipment in 2002-03 194,000
- Fire Department replacement of windows at selected fire houses for energy savings 150,000
- Emergency Communications facilities renovation, to begin an ongoing program with security upgrades in 2002-03 137,000
- Fire Department turnout gear replacement, first year of an annual program 48,000

**CAPITAL EXPENSE
CASH CAPITAL**

Major Change*Changes in Existing Projects from 2001-02:*

● Police Department motor vehicles replacement funding increases but to sixty percent of planned amount due to budget constraints	551,000
● Fire Department purchases two Midi fire fighting units	400,000
● Police Department PC purchases funded through Cash Capital rather than debt beginning in 2002-03	150,000
● Fire Department Federal Grant for emergency response preparedness	145,000
● Fire Department reduction in motor equipment, as planned	-80,000
● Police Department reduction in small equipment allocation, as planned	-48,000

Projects or Project Elements that will not recur:

● COPS MORE program	-207,500
● Emergency preparedness grant	-135,000
● COPS 311 grant	-105,000

Purchasing Power Parity Increments:

● Fire Department Small Equipment	7,000
● Project Uplift	1,000

RECREATION & CULTURE

This category includes equipment replacement and facility improvements for parks, cemeteries, recreation centers, and the Community Library.

Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
1,657,000	2,171,000	514,000

Major Change*New Projects:*

● Riverside Cemetery study of additional mausoleum space	35,000
● Public Market annual allocation, first year of new program	20,000

Changes in Existing Projects from 2001-02:

● Ice floor at the Blue Cross Arena in the Community War Memorial will be completed	187,000
● Parks and Recreation motor equipment allocation increases (\$103,000) and includes the purchase of an ice treatment machine in 2002-03 (\$70,000)	173,000
● High Falls Cultural District annual allocation increases in 2002-03 to meet immediate needs	90,000
● Library building and building systems repair, formerly listed in Facilities and Equipment is now in the Recreation and Culture Category	60,000
● Library motor vehicle acquisition reduction, as planned	-25,000
● Office Equipment allocation eliminated due to budget constraints	-20,000
● Library materials acquisition reduction, as planned	-7,000

Major Change

Changes in Existing Projects from 2001-02 (cont):

- Parks and Recreation general rehabilitation and renovation cash capital funding increases but the entire program is funded at thirty-six percent of the planned level due to budget constraints 1,000

GENERAL CITY DEVELOPMENT

Projects to preserve and enhance the employment and tax bases of the City are included in this category.

Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
4169000	3,967,000	-202,000

Major Change

- As proposed by the Mayor:

Changes in Existing Projects from 2001-02:

- Acquisitions and Demolitions funding increases but the acquisition portion is fifty-percent less than planned due to budget constraints 370,000
- Downtown Housing programs are reduced due to budget constraints and reprogramming -253,000

Projects or Project Elements that will not recur:

- Grant for Brown Street Project -100,000
- Inner Loop design study, local share -25,000

Purchasing Power Parity Increments:

- Municipal Garage Renovations 13,000
- Downtown Streetscape 2,000
- Parking Meters and Garage Equipment 1,000

- As amended by City Council:

- Reduced Cash Capital expenditures on parking garages -210,000

FACILITIES & EQUIPMENT

Municipal facilities are maintained through annual renovation programs for roofs, windows, electrical and mechanical systems, safety features, fuel stations, parking areas, and general structures. Specific improvements are scheduled in each program; in addition, separate allocations are provided for unique facilities.

The General Equipment subcategory consists of the ongoing replacement programs for general office equipment, non-motorized field equipment, and information processing systems.

The Motor Equipment subcategory provides funds for the scheduled replacement of heavy and light motor equipment and sedans for Administration, Finance, Community Development, Economic Development, and Environmental Services. Motor Equipment for Parks, Recreation and Human Services and Community Library and Police, Fire, and Emergency Communications are funded in the Recreation/Culture and Public Safety categories, respectively.

**CAPITAL EXPENSE
CASH CAPITAL**

Year-to-Year Comparison

<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
5,854,000	6,030,000	176,000

Major Change*New Projects:*

● Asbestos Management annual program begins in 2002-03	80,000
● City Court facility renovation, reimbursable by New York State	65,000
● Enhanced maintenance for remarketable city-acquired property, a two-year pilot program	50,000
● Central Vehicle Maintenance Facility annual allocation	2,000

Changes in Existing Projects from 2001-02:

● Refuse small equipment allocation increases as three-year total replacement project begins	1,082,000
● The Building Renovation program allocation increases but to only sixty percent of the planned level due to budget constraints	902,000
● Local Works motor vehicle replacement allocation decreases, as planned	-819,000
● Refuse motor vehicle allocation decreases as planned and provides for the addition of a litter collection truck.	-760,000
● Water Bureau, Street Maintenance, Equipment Services, Building Operations motor vehicle replacement allocation decreases, as planned	-657,000
● Hazardous Waste Remediation cash capital funding increases but the overall program is at only 40 percent of the planned level due to budget constraints	352,000
● Funding is provided for the Water Bureau, Street Maintenance, Equipment Services, Building Operations and staff support units to purchase previously deferred motor vehicles	283,000
● Office automation funding decreases due to budget constraints	-97,000
● Duplicating Equipment funding is eliminated in 2002-03 due to budget constraints	-65,000
● Library building and building systems repair is now listed in the Recreation and Culture category	-60,000
● Furniture allocations for non self-supporting funds is eliminated in 2002-03 due to budget constraints	-48,000

Projects or Project Elements that will not recur:

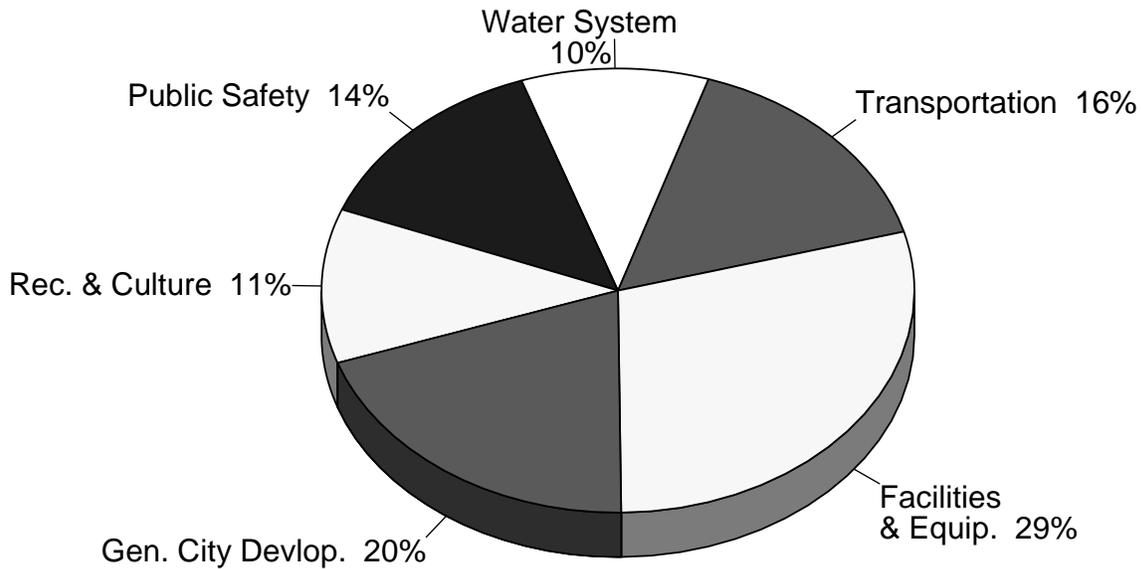
● Facilities repair	-100,000
● Library Link Heating Upgrade and Lincoln Toy Library	-47,000

Purchasing Power Parity Increments:

● Tree Maintenance	9,000
● Parking Small Equipment	2,000
● Water Bureau Small Equipment	2,000

**CAPITAL EXPENSE
CASH CAPITAL
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	0	0	0	0
Other	<u>33,394,000</u>	<u>20,800,500</u>	<u>20,800,500</u>	<u>20,426,000</u>
Total	33,394,000	20,800,500	20,800,500	20,426,000
Appropriation by Activity				
Transportation	6,368,000	6,047,000	6,047,000	3,355,000
Water System	1,981,000	1,714,000	1,714,000	1,964,000
Public Safety	6,329,200	1,359,500	1,359,500	2,939,000
Recreation & Culture	3,586,500	1,657,000	1,657,000	2,171,000
General City Development	4,823,000	4,169,000	4,169,000	3,967,000
Facilities & Equipment	<u>10,306,300</u>	<u>5,854,000</u>	<u>5,854,000</u>	<u>6,030,000</u>
Total	33,394,000	20,800,500	20,800,500	20,426,000



**CAPITAL EXPENSE
DEBT SERVICE**

PRINCIPAL PAYMENT

Principal payments consist of annual installment payments on long-term borrowing (Serial Bonds), Tax Repayment Fund, and short-term borrowing (Bond Anticipation Notes).

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Serial Bonds & Tax Repayment Fund	23,660,800	21,313,500	-2,347,300
Bond Anticipation Notes	<u>2,760,600</u>	<u>4,726,000</u>	<u>1,965,400</u>
Total	26,421,400	26,039,500	-381,900

INTEREST PAYMENT

This category consists of annual payments of interest on long-term borrowing (Serial Bonds), Tax Repayment Fund, and short-term borrowing (Bond Anticipation Notes).

Year-to-Year Comparison

	<u>2001-02</u>	<u>2002-03</u>	<u>Change</u>
Serial Bonds & Tax Repayment Fund	8,052,100	6,864,900	-1,187,200
Bond Anticipation Notes	<u>2,668,700</u>	<u>1,711,000</u>	<u>-957,700</u>
Total	10,720,800	8,575,900	-2,144,900

The following table illustrates the actual rates on borrowing contracted by the City during 2001-02. Rates vary with the type of borrowing, size of the issue, and general market conditions.

<u>Date</u>	<u>Type of Issue</u>	<u>Interest Rate</u>
October, 2001	Bond Anticipation Notes	3.25
March, 2002	Bond Anticipation Notes	2.50

CAPITAL EXPENSE
DEBT SERVICE

15-11

Statement of Indebtedness - June 30, 2002

<u>Category</u>	<u>Bonds</u>	<u>Notes</u>	<u>Total</u>
General	92,670,134	48,205,500	140,875,634
Sewer*	8,260,000	1,344,000	9,604,000
Water	29,659,866	8,500,000	38,159,866
School	<u>94,125,000</u>	<u>62,615,500</u>	<u>156,740,500</u>
	224,715,000	120,665,000	345,380,000
Less:			
Items not subject to Constitutional Limit:			
-Sewer (partial)			3,865,000
-Water			38,035,000
Constitutional Debt			303,480,000
Constitutional Debt Limit			<u>428,599,987</u>
(equal to 9% of the most recent five year average full assessed value)			
Debt Contracting Margin			125,119,987

*\$4,235,000 to be reimbursed by Monroe County Pure Waters

Note: The Statement of Indebtedness as it pertains to the City School District may be modified pending the outcome of school debt refunding through New York State.

**CAPITAL EXPENSE
DEBT SERVICE**

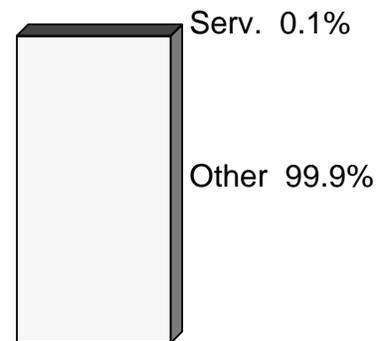
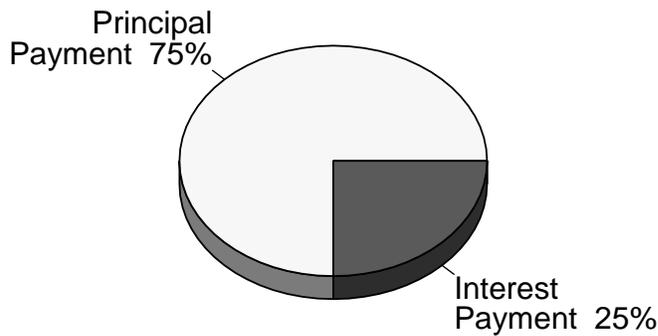
BOND DEBT MATURITIES (Principal, All Funds)
JUNE 30, 2002

<u>Fiscal Year</u>	<u>City</u>	<u>School</u>	<u>Total</u>
2002-03	20,160,000	21,945,000	42,105,000
2003-04	18,425,000	18,780,000	37,205,000
2004-05	16,680,000	15,140,000	31,820,000
2005-06	14,025,000	9,855,000	23,880,000
2006-07	9,815,000	9,615,000	19,430,000
2007-08	7,060,000	6,085,000	13,145,000
2008-09	5,675,000	5,105,000	10,780,000
2009-10	4,675,000	2,770,000	7,445,000
2010-11	3,755,000	1,970,000	5,725,000
2011-12	3,015,000	1,720,000	4,735,000
2012-13	2,675,000	960,000	3,635,000
2013-14	2,260,000	90,000	2,350,000
2014-15	2,115,000	90,000	2,205,000
2015-16	1,935,000		1,935,000
2016-17	1,930,000		1,930,000
2017-18	1,870,000		1,870,000
2018-19	1,870,000		1,870,000
2019-20	1,870,000		1,870,000
2020-21	1,875,000		1,875,000
2021-22	1,865,000		1,865,000
2022-23	1,855,000		1,855,000
2023-24	1,550,000		1,550,000
2024-25	1,520,000		1,520,000
2025-26	1,030,000		1,030,000
2026-27	905,000		905,000
2027-28	180,000		180,000
TOTAL	<u>130,590,000</u>	<u>94,125,000</u>	<u>224,715,000</u>

Note: Bond Debt Maturities for the City School District may be modified pending the outcome of school debt refunding through New York State.

**CAPITAL EXPENSE
DEBT SERVICE
EXPENDITURE SUMMARY**

	<u>Actual 2000-01</u>	<u>Estimated 2001-02</u>	<u>Amended 2001-02</u>	<u>Approved 2002-03</u>
Appropriation by Major Object				
Personnel Expenses	0	0	0	0
Materials & Supplies	0	0	0	0
Services	39,400	39,400	39,400	39,400
Other	<u>36,534,400</u>	<u>37,102,800</u>	<u>37,102,800</u>	<u>34,576,000</u>
Total	36,573,800	37,142,200	37,142,200	34,615,400
Appropriation by Activity				
Principal Payment	26,720,600	26,421,400	26,421,400	26,039,500
Interest Payment	<u>9,853,200</u>	<u>10,720,800</u>	<u>10,720,800</u>	<u>8,575,900</u>
Total	36,573,800	37,142,200	37,142,200	34,615,400





Capital Improvement Program

2002–03 through 2006–07
City of Rochester, New York
July 1, 2002

CITY OFFICIALS

City Council

Lois J. Giess (East District)

President

Gladys Santiago (At-Large)

Vice President

Brian F. Curran (At-Large)

Benjamin L. Douglas (Northeast District)

Nancy K. Griswold (At-Large)

Tim O. Mains (At-Large)

Wade S. Norwood (At-Large)

Robert J. Stevenson (Northwest District)

Tony M. Thompson (South District)

Mayor

William A. Johnson, Jr.

Deputy Mayor

Jeffrey T. Carlson

Bureau of Budget & Efficiency

William J. Ansbro, Deputy Director of Budget & Efficiency

Staff

William M. Ouzer, Assistant to Director of Budget & Efficiency

2002-03 TO 2006-07 CAPITAL IMPROVEMENT PROGRAM

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2002-03 TO 2006-07 CAPITAL IMPROVEMENT PROGRAM

INTRODUCTION

CAPTIAL EXPENDITURES

The Capital Improvement Program (CIP) is a financing plan for the construction or reconstruction of facilities and services, the acquisition and replacement of vehicles and equipment, and certain other projects and improvements that provide benefits over a multi-year period. To be included in the capital program,, a project or item must be consistent with the definition of ‘capital object or purpose’ included in Section 11 of the New York State Local Finance Law.

The financing of capital projects may occur through three means. First, a direct appropriation may be made; this type of appropriation is known as ‘cash capital’. Second, funds for projects may be obtained through the issuance of bonds and notes, two forms of debt. The subsequent repayment of this debt and related interest costs is called ‘debt service’. Funding for repayment of debt is included in the Debt Service allocation of the annual operating budget. Third, full or partial funding for some objects is obtained from outside agencies.

CIP DOCUMENT

This document represents a five-year capital investment program organized in three parts.

The first part is a financial summary overview of the recommended program. Categories, funding sources and Departments are summarized in this section.

The second part presents the project detail organized by six functional program types: Transportation, Water System, Public Safety, Recreation and Culture, General City Development and Facilities and Equipment. Each of these types is divided into Categories (e.g. G-7 Port of Rochester). Categories may contain one or more programs (e.g. G-7 Port of Rochester, Ferry Terminal). Each program may contain one or more program elements (e.g. G-7 Port of Rochester, Ferry Terminal, River) as set out in the program description.

Each category type is prefaced by a narrative description, a listing of new programs, program changes and a table displaying support for the campaigns of Rochester 2010: The Renaissance Plan by program. Programs may serve a number of campaigns. Association with one or more can campaign references the principal outcomes of the program which may have second-order effects on other campaigns as well.

Each program is described along with its cost and funding source for each year of the plan.

The third part contains appendices listing funding, program and departmental detail.

ROCHESTER 2010: THE RENAISSANCE PLAN

The City of Rochester's Comprehensive Plan (Rochester 2010: The Renaissance Plan) includes eleven Renaissance Campaigns providing new directions and priorities that the City will embrace as it moves into the 21st century. Rochester 2010: The Renaissance Plan was adopted by City Council on April 13, 1999. Following are the policy statements for each campaign.

Specific goal statements and additional material for each campaign are included in the complete Comprehensive Plan document, which explains plan implementation and monitoring as well as more specific land use, zoning or development issues. The full plan and supporting material is available for viewing at all City libraries or can be seen on the plan website at www.ci.rochester.ny.us/rochester/2010htm.

Campaign One: Involved Citizens

It is the policy of our city to engage the widest array of our citizens in the safety, upkeep and renewal of our neighborhoods and community, to provide opportunities for citizens to work together to plan for their collective future and to take actions to realize that future, to celebrate the positive aspects of community life and to support citizens taking responsibility for using these opportunities to enhance their community.

Campaign Two: Educational Excellence

It is the policy of our city to support the highest quality educational and job-training opportunities for our citizens on a life-long basis, to promote and support our public schools as a focal point of neighborhood activity and pride, and to encourage our citizens to take responsibility for using these opportunities to educate and and prepare themselves for work, careers and responsible citizenship.

Campaign Three: Health, Safety and Responsibility

It is the policy of our city to support our citizens and families in leading healthy, safe, productive and self-determined lives. We support our citizens taking responsibility for helping to improve the health, safety and welfare of themselves and those around them; developing and maintaining safe, clean, attractive neighborhoods that are free from public disorder and nuisances; and, recognizing and celebrating examples of good citizenship and personal responsibility.

Campaign Four: Environmental Stewardship

It is the policy of our city to maintain and enhance, through individual and collective efforts of our citizens, businesses and governments, the overall quality of our environmental assets and resources (air, land and water quality) our community's three great waterways (Lake Ontario, the Genesee River and the Erie Canal), our unique and historic parks systems, our open space areas and urban forest and our clean neighborhood environments.

Campaign Five: Regional Partnership

It is the policy of our city to promote the concept of Rochester as the economic, social, cultural, transportation and institutional center of our county and region. We will seek out opportunities to plan and communicate effectively and work together with other governments to develop solutions to our common problems, in a way that recognizes a collaborative neighborhood/regional/global perspective rather than a city/state/nation perspective.

ROCHESTER 2010: THE RENAISSANCE PLAN

Campaign Six: Economic Vitality

It is the policy of our city to promote an environment in which businesses can develop and flourish; to develop a diverse local economy that supports quality jobs, produces new goods, service and technological innovations and high-quality business and personal services; and to create a highly skilled workforce that embraces creativity and our rich entrepreneurial spirit. We will also promote and pursue the management of our community identity as a world-class city in which to do business, as well as a highly desirable place to live, work and visit.

Campaign Seven: Quality Service

It is the policy of our city to provide high-quality services, programs, information and infrastructure to our citizens in a way that is efficient, affordable, accountable and takes into account the diverse needs of our citizens, builds trust and understanding, is based on communication, partnership and collaboration, and, where appropriate, reduces demand for those services by encouraging citizen self-sufficiency.

Campaign Eight: Tourism Destination

It is the policy of our city to promote recognition of our city and region as a tourism destination that embraces a broad range of four-season tourist attractions centered on our unique waterfront resources, recognizing especially the centrality of the Genesee River to the life of our community, along with arts, cultural, sports and entertainment facilities as well as our reputation as a supportive and innovative community, in a way that contributes to our community's local and national image as well as its economic vitality and growth.

Campaign Nine: Healthy Urban Neighborhoods

It is the policy of our city to support a system of unique, vital, inter-connected urban neighborhoods which provide a variety of housing choice, accessible goods and services in a village-like setting, pedestrian friendly environments, appropriate transit and parking facilities and access to park, recreation, environmental and cultural amenities.

Campaign Ten: Center City

It is the policy of our city to pursue recognition and development of our downtown as the region's 'Center City' to include an exciting mix of housing, specialty retail and services, restaurants, arts and cultural venues, entertainment and night-life. We will also encourage the marketing of our Center City as the economic and cultural core of our region and its recognition by both citizens and visitors as being safe, vital and exciting.

Campaign Eleven: Arts and Culture

It is the policy of our city to support and promote arts and cultural events, activities and institutions in a way that establishes our city as a world-class cultural center, contributes to our community's life, vitality and growth and promotes citizen and business partnerships in using those resources to create economic development and community pride.

FY 2003-07		SUMMARY BY FUNDING SOURCE (000s)				
CAPITAL IMPROVEMENT PROGRAM	2002-03	2003-04	2004-05	2005-06	2006-07	Total
Monroe County Traffic	126	499	505	334	447	1,911
Federal	4,954	33,436	12,640	5,040	0	56,070
General Debt	16,270	18,500	27,059	23,609	16,935	102,373
Monroe County	1,100	2,600	1,500	1,500	1,600	8,300
New York State	835	3,202	2,060	945	0	7,042
Parking Debt	400	5,350	2,000	0	0	7,750
Public Market Debt	0	300	300	0	0	600
Private	0	0	425	0	0	425
Pure Waters	623	718	1,866	1,465	1,557	6,229
Water Debt	6,765	7,362	8,041	6,608	8,729	37,505
General Cash Capital	12,548	19,286	19,774	20,736	21,844	94,188
Cemetery Cash Capital	236	196	177	192	206	1,007
Library Cash Capital	525	535	569	560	571	2,760
Local Works Cash Capital	1,164	1,967	2,005	3,293	1,467	9,896
Parking Cash Capital	413	859	644	691	686	3,293
Public Market Cash Capital	20	22	23	25	27	117
Refuse Cash Capital	2,279	3,092	1,733	3,851	4,181	15,136
Water Cash Capital	2,742	3,389	2,686	2,720	3,005	14,542
War Memorial Cash Capital	373	147	150	155	159	984
<i>Grand Total</i>	<i>51,373</i>	<i>101,460</i>	<i>84,157</i>	<i>71,724</i>	<i>61,414</i>	<i>370,128</i>

FY 2003-07
CAPITAL IMPROVEMENT
PROGRAM

Category Summary

		<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Facilities and Equipment							
General Cash Capital		2,933	4,859	4,122	4,244	4,334	20,492
General Debt		315	1,833	3,550	8,890	890	15,478
Local Works Cash Capital		259	1,035	1,045	2,304	448	5,091
Parking Cash Capital		88	114	90	119	96	507
Refuse Cash Capital		2,279	3,092	1,733	3,851	4,181	15,136
Water Cash Capital		471	670	413	642	593	2,789
Facilities and Equipment	Total	6,345	11,603	10,953	20,050	10,542	59,493
General City Development							
Federal		505	16,890	4,300	0	0	21,695
General Cash Capital		3,642	5,006	5,987	5,935	6,005	26,575
General Debt		9,151	7,085	5,166	206	1,664	23,272
Monroe County		0	2,000	0	0	0	2,000
Parking Cash Capital		325	545	554	572	590	2,586
Parking Debt		400	5,000	0	0	0	5,400
Private		0	0	425	0	0	425
General City Development	Total	14,023	36,526	16,432	6,713	8,259	81,953
Public Safety							
General Cash Capital		2,939	3,927	4,208	4,942	5,827	21,843
General Debt		685	703	500	500	500	2,888
Public Safety	Total	3,624	4,630	4,708	5,442	6,327	24,731

Category Summary 2003-07 CIP

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>	
Recreation and Culture							
Cemetery Cash Capital	236	196	177	192	206	1,007	
General Cash Capital	1,017	1,194	1,022	1,051	1,098	5,382	
General Debt	300	2,000	5,000	5,250	5,500	18,050	
Library Cash Capital	525	535	569	560	571	2,760	
Parking Cash Capital	0	200	0	0	0	200	
Parking Debt	0	0	2,000	0	0	2,000	
Public Market Cash Capital	20	22	23	25	27	117	
Public Market Debt	0	300	300	0	0	600	
War Memorial Cash Capital	373	147	150	155	159	984	
Recreation and Culture	Total	2,471	4,594	9,241	7,233	7,561	31,100
Transportation							
Federal	4,449	16,546	8,340	5,040	0	34,375	
General Cash Capital	2,017	4,300	4,435	4,564	4,580	19,896	
General Debt	5,819	6,379	12,843	8,763	8,381	42,185	
Local Works Cash Capital	905	932	960	989	1,019	4,805	
Monroe County	1,100	600	1,500	1,500	1,600	6,300	
Monroe County Traffic	126	499	505	334	447	1,911	
New York State	835	3,202	2,060	945	0	7,042	
Pure Waters	623	718	1,866	1,465	1,557	6,229	
Water Cash Capital	307	256	270	302	645	1,780	
Water Debt	3,582	2,062	4,746	3,211	3,169	16,770	
Transportation	Total	19,763	35,494	37,525	27,113	21,398	141,293

Category Summary 2003-07 CIP		<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water System							
General Debt		0	500	0	0	0	500
Parking Debt		0	350	0	0	0	350
Water Cash Capital		1,964	2,463	2,003	1,776	1,767	9,973
Water Debt		3,183	5,300	3,295	3,397	5,560	20,735
Water System	Total	5,147	8,613	5,298	5,173	7,327	31,558
	Grand Total	51,373	101,460	84,157	71,724	61,414	370,128

FY 2003-07
CAPITAL IMPROVEMENT
PROGRAM

Department Summary

		<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Administration							
General Cash Capital		5	17	17	17	17	73
Administration	Total	5	17	17	17	17	73
Community Development							
General Cash Capital		3,612	4,771	5,609	5,610	5,677	25,279
Community Development	Total	3,612	4,771	5,609	5,610	5,677	25,279
Development Committee							
Federal		0	16,890	4,300	0	0	21,190
General Cash Capital		66	67	69	70	71	343
General Debt		8,725	6,885	4,960	0	0	20,570
Monroe County		0	2,000	0	0	0	2,000
Private		0	0	425	0	0	425
Development Committee	Total	8,791	25,842	9,754	70	71	44,528
Economic Development							
Federal		505	0	0	0	0	505
General Debt		126	0	0	0	0	126
Parking Cash Capital		413	634	644	666	686	3,043
Parking Debt		400	5,350	0	0	0	5,750
Economic Development	Total	1,444	5,984	644	666	686	9,424
Emergency Communications Department							
General Cash Capital		167	66	60	110	30	433
General Debt		0	470	0	0	0	470
Emergency Communications	Total	167	536	60	110	30	903

Department Summary 2003-07 CIP

		<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Environmental Services							
Federal		4,449	16,546	8,340	5,040	0	34,375
General Cash Capital		4,601	8,899	8,772	8,748	8,826	39,846
General Debt		6,434	8,912	16,599	17,859	9,479	59,283
Library Cash Capital		60	62	63	64	66	315
Local Works Cash Capital		1,164	1,967	2,005	3,293	1,467	9,896
Monroe County		1,100	600	1,500	1,500	1,600	6,300
Monroe County Traffic		126	499	505	334	447	1,911
New York State		835	3,202	2,060	945	0	7,042
Parking Cash Capital		0	25	0	25	0	50
Pure Waters		623	718	1,866	1,465	1,557	6,229
Refuse Cash Capital		2,279	3,092	1,733	3,851	4,181	15,136
Water Cash Capital		2,742	3,389	2,686	2,720	3,005	14,542
Water Debt		6,765	7,362	8,041	6,608	8,729	37,505
Environmental Services	Total	31,178	55,273	54,170	52,452	39,357	232,430
Finance							
General Cash Capital		300	398	434	456	484	2,072
Finance	Total	300	398	434	456	484	2,072
Fire							
General Cash Capital		1,437	1,781	1,270	1,456	2,208	8,152
General Debt		400	0	500	500	1,956	3,356
Fire	Total	1,837	1,781	1,770	1,956	4,164	11,508
Library							
Library Cash Capital		465	473	506	496	505	2,445
Library	Total	465	473	506	496	505	2,445

Department Summary 2003-07 CIP		<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parks, Recreation & Human Services							
Cemetery Cash Capital		236	196	177	192	206	1,007
General Cash Capital		1,091	1,274	1,108	1,147	1,203	5,823
General Debt		300	2,000	5,000	5,250	5,500	18,050
Parking Cash Capital		0	200	0	0	0	200
Parking Debt		0	0	2,000	0	0	2,000
Public Market Cash Capital		20	22	23	25	27	117
Public Market Debt		0	300	300	0	0	600
War Memorial Cash Capital		373	147	150	155	159	984
Parks, Recreation & Human	Total	2,020	4,139	8,758	6,769	7,095	28,781
Police							
General Cash Capital		1,269	2,013	2,435	3,122	3,328	12,167
General Debt		285	233	0	0	0	518
Police	Total	1,554	2,246	2,435	3,122	3,328	12,685
Grand Total		51,373	101,460	84,157	71,724	61,414	370,128

2002-03 TO 2006-07 CAPITAL IMPROVEMENT PROGRAM

TRANSPORTATION

The City maintains 537 centerline miles of streets. Preservation of the City's transportation network is achieved through reconstruction and rehabilitation of streets, bridges, sidewalks and curbs.

New Programs

T-1 County Assisted Arterial Improvements

Ridgeway Avenue [Railroad at Lily Street to Lake Avenue]

T-2 City Funded Arterials

Glide Street [Lyell Avenue to Emerson Street]

Gregory Street [Mt Hope Avenue to South Clinton Avenue]

Maple Street [Saxton Street to Wilder Street]

North Winton Road [Blossom Road to Corwin Road]

Program Changes

T-1 County Assisted Arterial Improvements

Norton Street [Goodman Street to the East City Line] is expected to be completed one year earlier, in 2004-05.

T-2 City Funded Arterials

Atlantic Avenue [Culver Road to North Winton Road] is moved out one year to 2004-05. Funding for design remains in 2002-03.

Broad Street [Brown Street to Lyell Avenue] is moved out one year for coordination with other projects in that area.

Columbia Avenue [Reynolds Street to Genesee Street] is moved up one year to 2002-03.

West Ridge Road [Hanford Landing Road to the Veterans' Memorial Bridge] is moved out one year to meet the availability of federal funding.

T-3 Asphalt Milling, Resurfacing and Curb Replacement

Conversion of this program from chip sealing to milling and resurfacing supported by asphalt rejuvenation and crack sealing, originally planned for 2002-03 is deferred. Resource constraints delay implementation until 2004-05. Funding for 2002-03 continues the current methodology.

Renaissance 2010 Campaigns in Transportation

CIP Category	T-1	County Assisted Arterial Improvements	Campaigns											
			1	2	3	4	5	6	7	8	9	10	11	
Rideway Avenue		Railroad at Lily Street to Lake Avenue	x					x	x			x		
Norton Street		Goodman Street to the East City Line	x					x	x			x		
South Plymouth Avenue		Barton Street to Ford Street	x					x	x			x		
St. Paul Street		Ridge Road to North City Line	x					x	x			x		
Mt. Hope Avenue		Elmwood Avenue to the South City Line	x					x	x			x		

CIP Category	T-2	City Funded Arterials	Campaigns											
			1	2	3	4	5	6	7	8	9	10	11	
Columbia Avenue		Reynolds Street to Genesee Street	x						x			x		
Chili Avenue		West City Line to Main Street	x						x			x		
Broad Street		Brown Street to Lyell Avenue	x						x			x		
Lake Avenue		Lyell Avenue to Ridgeway	x						x			x		
Atlantic Avenue		Culver Road to North Winton Road	x						x			x		
Jefferson Avenue		West Main Street to Brown Street	x						x			x		
East Henrietta Road		South Avenue to Mt Hope Avenue	x						x			x		
Flower City Park		Dewey Avenue to Lake Avenue	x						x			x		
Future Projects		City Funded Arterials	x						x			x		
Glide Street		Lyell Avenue to Emerson Street	x						x			x		
Gregory Street		Mt. Hope Avenue to S. Clinton Avenue	x						x			x		
Hollenbeck Street		Norton Street to East Ridge Road	x						x			x		
West Ridge Road		Hanford Landing Road to the Veterans Mem	x						x			x		
Joseph Avenue II		Clifford Avenue to Avenue D	x						x			x		
Lexington Avenue		Mt. Read Boulevard to Dewey Avenue	x						x			x		

R2010 Campaigns

- 1 Involved Citizens**
- 2 Educational Excellence**
- 3 Health, Safety and Responsibility**
- 4 Environmental Stewardship**
- 5 Regional Partnerships**
- 6 Economic Vitality**
- 7 Quality Service**
- 8 Tourism Destination**
- 9 Healthy Urban Neighborhoods**
- 10 Center City**
- 11 Arts and Culture**

Maple Street	Saxton Street to Wilder Street	x					x			x
North Winton Road	Blossom Road to Corwin Road	x					x			x
Verona Street	Jay Street to Platt Street	x					x			x
Joseph Avenue	Ward Street to Upper Falls Boulevard	x					x			x

CIP Category	T-3	Asphalt Milling, Resurfacing and Curb Replacement				Campaigns						
		1	2	3	4	5	6	7	8	9	10	11
Milling & Resurfacing Program		x					x			x		

CIP Category	T-4	Residential Street Rehabilitation				Campaigns						
		1	2	3	4	5	6	7	8	9	10	11
Residential Street Rehabilitation		x					x			x		

CIP Category	T-5	Street Treatment				Campaigns						
		1	2	3	4	5	6	7	8	9	10	11
Residential Street Treatment		x					x			x		

CIP Category	T-6	Hazardous Sidewalk Program				Campaigns						
		1	2	3	4	5	6	7	8	9	10	11
Hazardous Sidewalk Program	Annual Allocation			x				x		x		
Sidewalk Ramp Installation	Annual Allocation			x				x		x		

CIP Category	T-7	Street Planning and Design				Campaigns						
		1	2	3	4	5	6	7	8	9	10	11
Street Planning & Design	Standard Allocation						x			x		

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

CIP Category	T-8	Bridge Improvement Program	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Annual Program - Bridges					x			x					

CIP Category	T-9	Bridge Improvement Program	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Smith Street Bridge							x	x				x	
Broad Street Subway Tunnel							x	x				x	

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

T-1

County Assisted Arterial Improvements

South Plymouth Avenue Barton Street to Ford Street

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	1,049	0	0	0	0	1,049
Monroe County	900	0	0	0	0	900
Water Debt	642	0	0	0	0	642
	<u>2,591</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,591</u>

Norton Street Goodman Street to the East City Line

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	104	37	0	0	0	141
General Debt	0	0	979	0	0	979
Monroe County	200	600	1,400	0	0	2,200
Water Cash Capital	10	20	0	0	0	30
Water Debt	0	0	290	0	0	290
	<u>314</u>	<u>657</u>	<u>2,669</u>	<u>0</u>	<u>0</u>	<u>3,640</u>

St. Paul Street

Ridge Road to North City Line

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	49	15	0	0	64
General Debt	0	0	0	408	0	408
Monroe County	0	0	100	1,000	0	1,100
Water Cash Capital	0	10	20	0	0	30
Water Debt	0	0	0	288	0	288
	0	59	135	1,696	0	1,890

Mt. Hope Avenue

Elmwood Avenue to the South City Line

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	69	27	0	96
General Debt	0	0	0	0	520	520
Monroe County	0	0	0	500	1,100	1,600
Water Cash Capital	0	0	12	24	348	384
Water Debt	0	0	0	0	0	0
	0	0	81	551	1,968	2,600

Rideway Avenue

Railroad at Lily Street to Lake Avenue

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	0	80	30	110
Monroe County	0	0	0	0	500	500
Water Cash Capital	0	0	0	17	34	51
	0	0	0	97	564	661

T-2

City Funded Arterials

Chili Avenue

West City Line to Main Street

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	4,408	0	0	0	0	4,408
General Debt	275	0	0	0	0	275
New York State	827	0	0	0	0	827
Water Debt	1,160	0	0	0	0	1,160
	6,670	0	0	0	0	6,670

Columbia Avenue

Reynolds Street to Genesee Street

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	96	0	0	0	0	96
General Debt	845	0	0	0	0	845
Monroe County Traffic	30	0	0	0	0	30
Pure Waters	197	0	0	0	0	197
Water Cash Capital	23	0	0	0	0	23
Water Debt	218	0	0	0	0	218
	<u>1,409</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,409</u>

Atlantic Avenue

Culver Road to North Winton Road

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	424	0	0	0	0	424
General Debt	0	0	4,128	0	0	4,128
Monroe County Traffic	14	0	131	0	0	145
Pure Waters	0	0	490	0	0	490
Water Cash Capital	174	0	0	0	0	174
Water Debt	0	0	1,680	0	0	1,680
	<u>612</u>	<u>0</u>	<u>6,429</u>	<u>0</u>	<u>0</u>	<u>7,041</u>

2002-03 TO 2006-07

Capital Improvement Program

TRANSPORTATION

☐ Lake Avenue

Lyell Avenue to Ridgeway

Water main and services, hydrants and receiving basins.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Debt	720	0	0	0	0	720
	<u>720</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>720</u>

☐ Broad Street

Brown Street to Lyell Avenue

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	1,429	0	0	0	1,429
Monroe County Traffic	0	373	0	0	0	373
Pure Waters	0	144	0	0	0	144
Water Debt	0	529	0	0	0	529
	<u>0</u>	<u>2,475</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,475</u>

Flower City Park

Dewey Avenue to Lake Avenue

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	119	0	0	0	119
General Debt	0	0	1,025	0	0	1,025
Monroe County Traffic	0	6	56	0	0	62
Pure Waters	0	0	130	0	0	130
Water Cash Capital	0	46	0	0	0	46
Water Debt	0	0	438	0	0	438
	0	171	1,649	0	0	1,820

Jefferson Avenue

West Main Street to Brown Street

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	144	0	0	0	144
General Debt	0	0	1,320	0	0	1,320
Monroe County Traffic	0	8	73	0	0	81
Pure Waters	0	0	78	0	0	78
Water Cash Capital	0	37	0	0	0	37
Water Debt	0	0	360	0	0	360
	0	189	1,831	0	0	2,020

Joseph Avenue

Ward Street to Upper Falls Boulevard

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	113	0	0	0	113
General Debt	0	0	966	0	0	966
Monroe County Traffic	0	6	71	0	0	77
Pure Waters	0	0	119	0	0	119
Water Cash Capital	0	40	0	0	0	40
Water Debt	0	0	385	0	0	385
	0	159	1,541	0	0	1,700

Lexington Avenue

Mt. Read Boulevard to Dewey Avenue

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	4,386	0	0	0	4,386
General Debt	0	240	0	0	0	240
Monroe County Traffic	0	5	0	0	0	5
New York State	0	822	0	0	0	822
Pure Waters	0	8	0	0	0	8
Water Debt	0	22	0	0	0	22
	0	5,483	0	0	0	5,483

West Ridge Road

Hanford Landing Road to the Veterans Memorial

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	1,600	7,940	0	0	9,540
General Debt	0	2,500	0	0	0	2,500
New York State	0	400	1,985	0	0	2,385
Water Debt	0	360	0	0	0	360
	<u>0</u>	<u>4,860</u>	<u>9,925</u>	<u>0</u>	<u>0</u>	<u>14,785</u>

East Henrietta Road

South Avenue to Mt Hope Avenue

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	128	0	0	128
General Debt	0	0	0	1,165	0	1,165
Monroe County Traffic	0	0	0	5	0	5
Pure Waters	0	0	0	87	0	87
Water Cash Capital	0	0	44	0	0	44
Water Debt	0	0	0	421	0	421
	<u>0</u>	<u>0</u>	<u>172</u>	<u>1,678</u>	<u>0</u>	<u>1,850</u>

Hollenbeck Street

Norton Street to East Ridge Road

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	90	0	0	90
General Debt	0	0	0	780	0	780
Monroe County Traffic	0	0	0	2	0	2
Pure Waters	0	0	0	127	0	127
Water Cash Capital	0	0	54	0	0	54
Water Debt	0	0	0	527	0	527
	0	0	144	1,436	0	1,580

Joseph Avenue II

Clifford Avenue to Avenue D

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	79	0	0	79
General Debt	0	0	0	648	0	648
Monroe County Traffic	0	0	6	58	0	64
Pure Waters	0	0	0	103	0	103
Water Cash Capital	0	0	6	0	0	6
Water Debt	0	0	0	60	0	60
	0	0	91	869	0	960

 **Verona Street**

Jay Street to Platt Street

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	98	0	0	98
General Debt	0	0	0	890	0	890
Monroe County Traffic	0	0	8	73	0	81
Pure Waters	0	0	0	68	0	68
Water Cash Capital	0	0	28	0	0	28
Water Debt	0	0	0	275	0	275
	0	0	134	1,306	0	1,440

 **Glide Street**

Lyell Avenue to Emerson Street

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	0	112	0	112
General Debt	0	0	0	0	923	923
Monroe County Traffic	0	0	0	13	122	135
Pure Waters	0	0	0	0	172	172
Water Cash Capital	0	0	0	42	0	42
Water Debt	0	0	0	0	406	406
	0	0	0	167	1,623	1,790

 **Gregory Street**

Mt. Hope Avenue to S. Clinton Avenue

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	0	119	0	119
General Debt	0	0	0	0	988	988
Monroe County Traffic	0	0	0	8	73	81
Pure Waters	0	0	0	0	179	179
Water Cash Capital	0	0	0	27	0	27
Water Debt	0	0	0	0	266	266
	0	0	0	154	1,506	1,660

 **Maple Street**

Saxton Street to Wilder Street

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	0	47	0	47
General Debt	0	0	0	0	395	395
Monroe County Traffic	0	0	0	3	29	32
Pure Waters	0	0	0	0	59	59
Water Cash Capital	0	0	0	25	0	25
Water Debt	0	0	0	0	242	242
	0	0	0	75	725	800

North Winton Road

Blossom Road to Corwin Road

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street lighting and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	0	102	0	102
General Debt	0	0	0	0	861	861
Monroe County Traffic	0	0	0	5	51	56
Pure Waters	0	0	0	0	138	138
Water Cash Capital	0	0	0	58	0	58
Water Debt	0	0	0	0	565	565
	0	0	0	165	1,615	1,780

Future Projects

City Funded Arterials

Street reconstruction, new curbing, sidewalks, water main and services, hydrants, receiving basins, street light and tree planting.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	0	0	350	350
Water Cash Capital	0	0	0	0	150	150
	0	0	0	0	500	500

T-3

Asphalt Milling, Resurfacing and Curb Replacement

Millings & Resurfacing Program

Milling and resurfacing of streets in poor condition including curb replacement. Water and receiving basin improvements, and traffic markings. Conversion of this program from chip sealing to milling and resurfacing supported by asphalt rejuvenation and crack sealing, originally planned for 2002-03 is deferred until 2004-05.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	2,400	1,550	4,425	4,557	4,694	17,626
Monroe County Traffic	27	32	88	93	96	336
Pure Waters	189	239	711	733	651	2,523
Water Debt	189	210	623	641	661	2,324
	<u>2,805</u>	<u>2,031</u>	<u>5,847</u>	<u>6,024</u>	<u>6,102</u>	<u>22,809</u>

T-4

Residential Street Rehabilitation

Residential Street Rehabilitation

Street reconstruction, new curbing, sidewalks, water, receiving basins, street lighting improvements, and tree planting for residential streets.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	386	2,500	2,558	2,635	2,714	10,793
General Debt	1,250	0	0	0	0	1,250
Monroe County Traffic	50	64	66	68	70	318
Pure Waters	192	281	290	298	307	1,368
Water Debt	653	941	970	999	1,029	4,592
	<u>2,531</u>	<u>3,786</u>	<u>3,884</u>	<u>4,000</u>	<u>4,120</u>	<u>18,321</u>

T-5	Street Treatment
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Residential Street Treatment

Crack filling ,chip sealing and asphalt overlay of residential, collector and arterials streets; also includes the neighborhood traffic control program.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	400	715	734	782	807	3,438
	400	715	734	782	807	3,438

T-6	Hazardous Sidewalk Program
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Hazardous Sidewalk Program Annual Allocation

Replacing hazardous sidewalks throughout the City. Other sidewalk work is performed in conjunction with a number of the street programs referenced in this document.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Local Works Cash Capi	905	932	960	989	1,019	4,805
	905	932	960	989	1,019	4,805

Sidewalk Ramp Installation Annual Allocation

Reconstruction of sidewalk ramps on residential streets at high priority locations.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	106	109	112	116	119	562
	106	109	112	116	119	562

T-7	Street Planning and Design
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Street Planning & Design **Standard Allocation**

Engineering services for street resurfacing, street rehabilitation and bridge programs.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	254	262	269	278	286	1,349
Monroe County Traffic	5	5	6	6	6	28
Pure Waters	45	46	48	49	51	239
Water Cash Capital	100	103	106	109	113	531
	404	416	429	442	456	2,147

T-8	Bridge Improvement Program
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Annual Program - Bridges

Repairing, painting and cleaning of selected bridges.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	245	252	258	266	274	1,295
	245	252	258	266	274	1,295

T-9	Bridge Improvement Program
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□ Broad Street Subway Tunnel

Rehabilitation of the deteriorated subway tunnel between Brown Street and Exchange Street.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	41	10,560	0	0	0	10,601
General Cash Capital	2	0	0	0	0	2
General Debt	0	660	0	0	0	660
New York State	8	1,980	0	0	0	1,988
	51	13,200	0	0	0	13,251

□ Smith Street Bridge

Rehabilitation of the bridge over the Genesee River includes replacement of the railing and joint systems, partial deck, sidewalk and curb reconstruction, painting and minor repairs to the substructure elements.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	0	400	5,040	0	5,440
General Cash Capital	0	0	25	0	0	25
General Debt	0	0	0	315	0	315
New York State	0	0	75	945	0	1,020
	0	0	500	6,300	0	6,800

Summary of Funding by Program: Transportation

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
T-1 County Assisted Arterial Improvements						
General Cash Capital	104	86	84	107	30	411
General Debt	1,049	0	979	408	520	2,956
Monroe County	1,100	600	1,500	1,500	1,600	6,300
Water Cash Capital	10	30	32	41	382	495
Water Debt	642	0	290	288	0	1,220
	2,905	716	2,885	2,344	2,344	11,382
T-2 City Funded Arterials						
Federal	4,408	5,986	7,940	0	0	18,334
General Cash Capital	520	376	395	380	350	2,021
General Debt	1,120	4,169	7,439	3,483	3,167	19,378
Monroe County Traffic	44	398	345	167	275	1,229
New York State	827	1,222	1,985	0	0	4,034
Pure Waters	197	152	817	385	548	2,099
Water Cash Capital	197	123	132	152	150	754
Water Debt	2,098	911	2,863	1,283	1,479	8,634
	9,411	13,337	19,916	5,850	5,850	56,483
T-3 Asphalt Milling, Resurfacing and Curb Replacement						
General Debt	2,400	1,550	4,425	4,557	4,694	17,626
Monroe County Traffic	27	32	88	93	96	336
Pure Waters	189	239	711	733	651	2,523
Water Debt	189	210	623	641	661	2,324
	2,805	2,031	5,847	6,024	6,024	22,809

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
T-4 Residential Street Rehabilitation						
General Cash Capital	386	2,500	2,558	2,635	2,714	10,793
General Debt	1,250	0	0	0	0	1,250
Monroe County Traffic	50	64	66	68	70	318
Pure Waters	192	281	290	298	307	1,368
Water Debt	653	941	970	999	1,029	4,592
	<u>2,531</u>	<u>3,786</u>	<u>3,884</u>	<u>4,000</u>	<u>4,000</u>	<u>18,321</u>
T-5 Street Treatment						
General Cash Capital	400	715	734	782	807	3,438
	<u>400</u>	<u>715</u>	<u>734</u>	<u>782</u>	<u>782</u>	<u>3,438</u>
T-6 Hazardous Sidewalk Program						
General Cash Capital	106	109	112	116	119	562
Local Works Cash Cap	905	932	960	989	1,019	4,805
	<u>1,011</u>	<u>1,041</u>	<u>1,072</u>	<u>1,105</u>	<u>1,105</u>	<u>5,367</u>
T-7 Street Planning and Design						
General Cash Capital	254	262	269	278	286	1,349
Monroe County Traffic	5	5	6	6	6	28
Pure Waters	45	46	48	49	51	239
Water Cash Capital	100	103	106	109	113	531
	<u>404</u>	<u>416</u>	<u>429</u>	<u>442</u>	<u>442</u>	<u>2,147</u>
T-8 Bridge Improvement Program						
General Cash Capital	245	252	258	266	274	1,295
	<u>245</u>	<u>252</u>	<u>258</u>	<u>266</u>	<u>266</u>	<u>1,295</u>

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
T-9 Bridge Improvement Program						
Federal	41	10,560	400	5,040	0	16,041
General Cash Capital	2	0	25	0	0	27
General Debt	0	660	0	315	0	975
New York State	8	1,980	75	945	0	3,008
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	51	13,200	500	6,300	6,300	20,051

TRANSPORTATION TOTALS

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
Federal	4,449	16,546	8,340	5,040	0	34,375
General Cash Capital	2,017	4,300	4,435	4,564	4,580	19,896
General Debt	5,819	6,379	12,843	8,763	8,381	42,185
Local Works Cash Capital	905	932	960	989	1,019	4,805
Monroe County	1,100	600	1,500	1,500	1,600	6,300
Monroe County Traffic	126	499	505	334	447	1,911
New York State	835	3,202	2,060	945	0	7,042
Pure Waters	623	718	1,866	1,465	1,557	6,229
Water Cash Capital	307	256	270	302	645	1,780
Water Debt	3,582	2,062	4,746	3,211	3,169	16,770
	<u>19,763</u>	<u>35,494</u>	<u>37,525</u>	<u>27,113</u>	<u>21,398</u>	<u>141,293</u>

2002-03 TO 2006-07 CAPITAL IMPROVEMENT PROGRAM

WATER SYSTEM

The Water System category includes projects designed to provide a safe source of water to its users. Additional water distribution system improvements are made in conjunction with the street projects in the Transportation and General City Development categories.

New Programs

W-5 General System Improvement

Contamination prevention locks will be placed on fire hydrants.

W-6 Reservoir, Conduit and Watershed Improvements

This category includes water transmission and storage infrastructure. New programs include conduit streambed and bank erosion control. A project in 2003-04 will shore up banks in the watershed and protect conduit.

A new program is begun that will allow for the purchase of easements and small parcels of property to assure access to conduit and related facilities.

A new sub-category, Reservoirs, allows tracking of projects and expenses at these facilities. In addition to maintenance and measuring equipment, provision is made for a study of the reservoirs in 2003-04.

W-9 Filtration Plant Complex

The Filtration plant and its supporting out-buildings and immediate infrastructure warrant a detailed allocation. General repair as well as sidewalk installation and replacement of mixers and backwash equipment are included in the program.

Program Changes

W-7 Water—New Facilities

Funding is added to include the Street Lighting and Parking Meter Maintenance functions in a new Water Bureau Operations facility.

W-8 Holly System

This system is given its own category. The replacement of high pressure Holly and domestic mains near the Andrews Street Bridge, shown previously in W-1, is moved out one year. The Holy Pump Station is specified as a project and funding is included for maintenance and small equipment.

Renaissance 2010 Campaigns in Water System

CIP Category	W-1	Water Main Extension and Improvements	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Water Main, Extension & Improvement Progr	Annual Allocation				x								x

CIP Category	W-2	Water Main Cleaning & Lining	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Water Main Cleaning & Lining					x								

CIP Category	W-3	Hydrant and Valve Replacement Program	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Hydrant & Valve Replacement Program					x								

CIP Category	W-4	Water Meter Maintenance Program	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Water Meter Replacement Program					x								

CIP Category	W-5	General System Improvement	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Contamination Prevention Hydrant Locks					x								

CIP Category	W-6	Reservoir, Conduit and Watershed Improvements	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Watershed Land Acquisition and Easements					x	x							
Reservoirs					x								

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

2002-03 TO 2006-07**Capital Improvement Program****WATER SYSTEM**

W-1 Water Main Extension and Improvements**Water Main, Extension & Improvement Program**

Replacement of deteriorated water mains.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Debt	1,183	1,204	1,224	1,262	1,300	6,173
	<u>1,183</u>	<u>1,204</u>	<u>1,224</u>	<u>1,262</u>	<u>1,300</u>	<u>6,173</u>

W-2 Water Main Cleaning & Lining**Water Main Cleaning & Lining**

Cleaning of water mains and installation of mortar lining to restore pipe capacity and slow deterioration.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	1,096	1,116	1,135	1,170	1,205	5,722
	<u>1,096</u>	<u>1,116</u>	<u>1,135</u>	<u>1,170</u>	<u>1,205</u>	<u>5,722</u>

W-3 Hydrant and Valve Replacement Program**Hydrant & Valve Replacement Program**

Replacement of hydrants and valves. Hydrants needing replacement are identified through annual inspection by the Fire Department

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	243	249	255	260	265	1,272
	<u>243</u>	<u>249</u>	<u>255</u>	<u>260</u>	<u>265</u>	<u>1,272</u>

W-4 **Water Meter Maintenance Program**

Water Meter Replacement Program

Replacement and modernization of water meters.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	122	124	128	132	136	642
	122	124	128	132	136	642

W-5 **General System Improvement**

Contamination Prevention Hydrant Locks

Protects against tampering with Fire Hydrants contributing to fire suppression and water system safety.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	411	411	0	0	0	822
	411	411	0	0	0	822

W-6 **Reservoir, Conduit and Watershed Improvements**

Conduit Modernization Program

Modernization of the City's Water supply conduit system.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Debt	2,000	2,036	2,071	2,135	2,200	10,442
	2,000	2,036	2,071	2,135	2,200	10,442

Conduit Streambed & Bank Erosion Control

Shoring up of banks and related actions to preserve the watershed.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	0	135	0	0	0	135
	0	135	0	0	0	135

Conduit Valve & Vault Rehabilitation

Funding to support the repair and replacement of valves and vaults.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	62	63	64	66	68	323
	62	63	64	66	68	323

Reservoirs

Includes funding for grounds and building repair and renovation at Cobbs Hill, Rush and Highland Park reservoirs. Provides for additional electronic monitoring equipment and a study to make recommendations regarding the future of the reservoirs and water storage needs.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	10	305	130	45	0	490
	10	305	130	45	0	490

Watershed Land Acquisition and Easements

Preserves access to conduit and watershed.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	20	10	11	11	12	64
	20	10	11	11	12	64

W-7	Water - New Facilities
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Water Bureau Operations Building: Parking Meters

Add Parking Meter Maintenance Function to new facility.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Debt	0	350	0	0	0	350
	0	350	0	0	0	350

Water Bureau Operations Building: Street Lighting

Add Street Lighting function in new facility.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	500	0	0	0	500
	0	500	0	0	0	500

W-8	Holly System
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Holly and Domestic Main Installation

Installation of new high pressure Holly and domestic mains near the Andrews Street Bridge.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Debt	0	2,060	0	0	2,060	4,120
	0	2,060	0	0	2,060	4,120

Holly Pump Station

Provides for structural and maintenance activity as well as some small equipment

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	0	0	5	87	35	127
	<u>0</u>	<u>0</u>	<u>5</u>	<u>87</u>	<u>35</u>	<u>127</u>

W-9

Filtration Plant Complex

Filtration Plant and Related Renovations

Improvements to the sites, structures and systems comprising the filtration complex. Funding provides for backwash improvement and mixer replacement. General repair is included as is the installation of sidewalks.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	0	50	275	5	46	376
	<u>0</u>	<u>50</u>	<u>275</u>	<u>5</u>	<u>46</u>	<u>376</u>

Summary of Funding by Program: Water System

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
W-1 Water Main Extension and Improvements						
Water Debt	1,183	1,204	1,224	1,262	1,300	6,173
	1,183	1,204	1,224	1,262	1,262	6,173
W-2 Water Main Cleaning & Lining						
Water Cash Capital	1,096	1,116	1,135	1,170	1,205	5,722
	1,096	1,116	1,135	1,170	1,170	5,722
W-3 Hydrant and Valve Replacement Program						
Water Cash Capital	243	249	255	260	265	1,272
	243	249	255	260	260	1,272
W-4 Water Meter Maintenance Program						
Water Cash Capital	122	124	128	132	136	642
	122	124	128	132	132	642
W-5 General System Improvement						
Water Cash Capital	411	411	0	0	0	822
	411	411	0	0	0	822
W-6 Reservoir, Conduit and Watershed Improvements						
Water Cash Capital	92	513	205	122	80	1,012
Water Debt	2,000	2,036	2,071	2,135	2,200	10,442
	2,092	2,549	2,276	2,257	2,257	11,454

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
W-7 Water - New Facilities						
General Debt	0	500	0	0	0	500
Parking Debt	0	350	0	0	0	350
	<u>0</u>	<u>850</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>850</u>
W-8 Holly System						
Water Cash Capital	0	0	5	87	35	127
Water Debt	0	2,060	0	0	2,060	4,120
	<u>0</u>	<u>2,060</u>	<u>5</u>	<u>87</u>	<u>87</u>	<u>4,247</u>
W-9 Filtration Plant Complex						
Water Cash Capital	0	50	275	5	46	376
	<u>0</u>	<u>50</u>	<u>275</u>	<u>5</u>	<u>5</u>	<u>376</u>
WATER SYSTEM TOTALS						
	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
General Debt	0	500	0	0	0	500
Parking Debt	0	350	0	0	0	350
Water Cash Capital	1,964	2,463	2,003	1,776	1,767	9,973
Water Debt	3,183	5,300	3,295	3,397	5,560	20,735
	<u>5,147</u>	<u>8,613</u>	<u>5,298</u>	<u>5,173</u>	<u>7,327</u>	<u>31,558</u>

2002-03 TO 2006-07 CAPITAL IMPROVEMENT PROGRAM

PUBLIC SAFETY

The Public Safety category contains projects that improve the ability of Fire, Police and Emergency Communications Departments to carry out their mission of protecting the public. Equipment replacement is a major component of this category.

New Programs

P-13 Information Systems—Fire Department

An allocation commences to provide software support for current reporting standards and to support data management and analysis.

P-11 Small Equipment-Fire Department

A new subcategory, Turnout Gear, is added to provide an annual allocation for this expense.

P-15 Fire Facilities

A new subcategory, Window Replacement, provides for energy savings through selected replacements in 2002-03.

P-21 Small Equipment—Police Department

A new subcategory, Hazmat and Bomb Disposal Equipment, provides for replacement of protective equipment in 2002-03.

P-35 Emergency Communications Facilities

Provides an allocation for scheduled improvements to the 911 center. The program in 2002-03 includes significant security enhancements.

Program Changes

P-10 Apparatus Replacement Program—Fire Department

Funding is deferred to 2003-04.

P-11 Small Equipment—Fire Department

Federal funding provides for emergency response-related equipment in 2002-03 adding to the annual allocation.

P-15 Fire Facilities

Additional funding is provided over the term of the CIP for renovation, repair and replacement of fire facilities. Further decisions are pending upon the receipt and review of the Fire Facilities Study.

Public Safety Program Changes continued

P-20 Motor Equipment-Police Department

The 2002-03 allocation is reduced as current requirements for acquisition and maintenance of preferred life-cycles for patrol vehicles can be met within the reduced allocation.

P-23 Information Systems –Police Department

The two components of this program—support for centralized and decentralized computer services have separate allocations in conformance with policy pertaining to funding for small computers. The mainframe portion of the program continues through 2003-04 with future needs to be assessed in the interim.

P-34 Consoles-Emergency Communications Department

Replacement of the dispatchers' consoles is moved out one year to 2003-04 in conjunction with the Department's request.

Renaissance 2010 Campaigns in Public Safety

CIP Category	P-10	Apparatus Replacement Program - Fire	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Standard Allocation					x						x		

CIP Category	P-11	Small Equipment - Fire	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Turnout Gear					x						x		
Standard Allocation					x						x		

CIP Category	P-12	Motor Equipment - Fire	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Cars, Vans, Utility Vehicles					x						x		

CIP Category	P-13	Information Systems - Fire Department	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Fire Dept Records Management System		Replacement			x				x		x		

CIP Category	P-15	Fire Facilities	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Fire Facilities Major Repairs and Renovation		Consultant Services			x						x		
Window Replacement					x						x		

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

CIP Category	P-21	Small Equipment - Police	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Hazmat and Bomb Disposal Equipment					x						x		
Standard Allocation					x						x		

CIP Category	P-23	Information Systems - Police Department	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Records Management					x						x		
PCs Peripherals Upgrade					x						x		

CIP Category	P-31	Equipment - Emergency Communications Department	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Standard Allocation					x				x		x		

CIP Category	P-32	Motor Equipment - Emergency Communications Department	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Standard Allocation					x						x		

CIP Category	P-34	Consoles - Emergency Communications Department	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Dispatcher Consoles					x		x				x		

CIP Category	P-35	Emergency Communications Facilities	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Facility Renovation					x		x				x		

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

CIP Category	P-41	Public Safety Building Facility Maintenance	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Public Safety Building												x	

CIP Category	P-42	Project Uplift	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
St Lighting					x							x	

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

P-10 **Apparatus Replacement Program - Fire**

Standard Allocation

Scheduled replacement of fire fight apparatus.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	400	1,259	600	850	1,592	4,701
	<u>400</u>	<u>1,259</u>	<u>600</u>	<u>850</u>	<u>1,592</u>	<u>4,701</u>

P-11 **Small Equipment - Fire**

Standard Allocation

Scheduled replacement and new purchase of small fire suppression equipment.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	407	267	272	280	294	1,520
	<u>407</u>	<u>267</u>	<u>272</u>	<u>280</u>	<u>294</u>	<u>1,520</u>

Turnout Gear

An allocation for the provision of fire fighting apparel and related apparatus.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	48	50	53	55	45	251
	<u>48</u>	<u>50</u>	<u>53</u>	<u>55</u>	<u>45</u>	<u>251</u>

P-12 **Motor Equipment - Fire**

Cars, Vans, Utility Vehicles

Scheduled replacement of Fire Department sedans and station wagons.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	60	80	189	196	52	577
	60	80	189	196	52	577

P-13 **Information Systems - Fire Department**

Fire Dept Records Management System

Records management system to conform to desired professional standard.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	372	125	100	75	75	747
	372	125	100	75	75	747

P-15 **Fire Facilities**

Fire Facilities Major Repairs and Renovations

Provides for major repair and renovations of fire facilities.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	400	0	500	500	500	1,900
	400	0	500	500	500	1,900

2002-03 TO 2006-07

Capital Improvement Program

PUBLIC SAFETY

Window Replacement

Energy saving windows at various fire houses.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	150	0	0	0	150	300
	150	0	0	0	150	300

P-20 Motor Equipment - Police

Standard Allocation

Scheduled replacement of vehicles supporting patrol and investigation activities.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	863	1,800	2,220	2,906	3,112	10,901
	863	1,800	2,220	2,906	3,112	10,901

P-21 Small Equipment - Police

Hazmat and Bomb Disposal Equipment

Replaces hazmat and bomb disposal protective equipment.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	194	0	0	0	0	194
	194	0	0	0	0	194

2002-03 TO 2006-07

Capital Improvement Program

PUBLIC SAFETY

Standard Allocation

Replacement and acquisition of office equipment and other small equipment.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	62	63	65	66	66	322
	<u>62</u>	<u>63</u>	<u>65</u>	<u>66</u>	<u>66</u>	<u>322</u>

P-23

Information Systems - Police Department

PCs Peripherals Upgrade

Supports distributed information services.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	150	150	150	150	150	750
	<u>150</u>	<u>150</u>	<u>150</u>	<u>150</u>	<u>150</u>	<u>750</u>

Records Management

Upgrades centralized computer operation.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	285	233	0	0	0	518
	<u>285</u>	<u>233</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>518</u>

P-31 **Equipment - Emergency Communications Department**

Standard Allocation

Replacement of office equipment and other small equipment.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	30	30	60	30	30	180
	30	30	60	30	30	180

P-32 **Motor Equipment - Emergency Communications Department**

Standard Allocation

Scheduled replace of vehicles.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	24	0	0	0	24
	0	24	0	0	0	24

P-34 **Consoles - Emergency Communications Department**

Dispatcher Consoles

Replace consoles used by Emergency Communications Department staff.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	470	0	0	0	470
	0	470	0	0	0	470

P-35 **Emergency Communications Facilities**

Facility Renovation

Repairs and renovations including security upgrades.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	137	12	0	80	0	229
	<u>137</u>	<u>12</u>	<u>0</u>	<u>80</u>	<u>0</u>	<u>229</u>

P-41 **Public Safety Building Facility Maintenance**

Public Safety Building

On-going building maintenance

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	430	184	190	804
	<u>0</u>	<u>0</u>	<u>430</u>	<u>184</u>	<u>190</u>	<u>804</u>

P-42 **Project Uplift**

St Lighting

Street lighting program to increase illumination in areas determined to benefit from this enhancement.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	66	67	69	70	71	343
	<u>66</u>	<u>67</u>	<u>69</u>	<u>70</u>	<u>71</u>	<u>343</u>

Summary of Funding by Program: Public Safety

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
P-10 Apparatus Replacement Program - Fire						
General Cash Capital	400	1,259	600	850	1,592	4,701
	400	1,259	600	850	850	4,701
P-11 Small Equipment - Fire						
General Cash Capital	455	317	325	335	339	1,771
	455	317	325	335	335	1,771
P-12 Motor Equipment - Fire						
General Cash Capital	60	80	189	196	52	577
	60	80	189	196	196	577
P-13 Information Systems - Fire Department						
General Cash Capital	372	125	100	75	75	747
	372	125	100	75	75	747
P-15 Fire Facilities						
General Cash Capital	150	0	0	0	150	300
General Debt	400	0	500	500	500	1,900
	550	0	500	500	500	2,200
P-20 Motor Equipment - Police						
General Cash Capital	863	1,800	2,220	2,906	3,112	10,901
	863	1,800	2,220	2,906	2,906	10,901

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
P-21 Small Equipment - Police						
General Cash Capital	256	63	65	66	66	516
	<u>256</u>	<u>63</u>	<u>65</u>	<u>66</u>	<u>66</u>	<u>516</u>
P-23 Information Systems - Police Department						
General Cash Capital	150	150	150	150	150	750
General Debt	285	233	0	0	0	518
	<u>435</u>	<u>383</u>	<u>150</u>	<u>150</u>	<u>150</u>	<u>1,268</u>
P-31 Equipment - Emergency Communications Department						
General Cash Capital	30	30	60	30	30	180
	<u>30</u>	<u>30</u>	<u>60</u>	<u>30</u>	<u>30</u>	<u>180</u>
P-32 Motor Equipment - Emergency Communications Department						
General Cash Capital	0	24	0	0	0	24
	<u>0</u>	<u>24</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>24</u>
P-34 Consoles - Emergency Communications Department						
General Debt	0	470	0	0	0	470
	<u>0</u>	<u>470</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>470</u>
P-35 Emergency Communications Facilities						
General Cash Capital	137	12	0	80	0	229
	<u>137</u>	<u>12</u>	<u>0</u>	<u>80</u>	<u>80</u>	<u>229</u>
P-41 Public Safety Building Facility Maintenance						
General Cash Capital	0	0	430	184	190	804
	<u>0</u>	<u>0</u>	<u>430</u>	<u>184</u>	<u>184</u>	<u>804</u>

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
P-42 Project Uplift						
General Cash Capital	66	67	69	70	71	343
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	66	67	69	70	70	343

PUBLIC SAFETY TOTALS

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
General Cash Capital	2,939	3,927	4,208	4,942	5,827	21,843
General Debt	685	703	500	500	500	2,888
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	3,624	4,630	4,708	5,442	6,327	24,731

2002-03 TO 2006-07 CAPITAL IMPROVEMENT PROGRAM

RECREATION AND CULTURE

The Recreation and Culture category contains projects that promote the preservation and enhancement of recreational and cultural opportunities in the community.

New Programs

R-1 General Rehabilitation

An allocation is made in 2002-03 in support of the community collaboration initiative at Carter Street Recreation Center.

Funds for the conceptual planning and review of the feasibility of further mausoleum capacity at Riverside Cemetery are included in 2002-03.

An annual allocation for the Public Market is begun in recognition of ongoing maintenance needs.

Program Changes

R-1 General Rehabilitation

The High Falls District annual allocation for 2002-03 is increased to meet immediate needs.

Total funding for the Manhattan Square Park project is increased. The project is still in the conceptual and design stages.

The allocation from general debt to Recreation and Parks Facility rehabilitation is foregone in 2002-03 due to resource constraints.

The Public Market Area Improvement Project, formerly listed in General City Development, is now included in the R-1 Category.

R-7 Library Facilities

The annual allocation for maintenance at the Central Library, formerly included in Facilities and Equipment, is now part of R-7, a new category.

Renaissance 2010 Campaigns in Recreation and Culture

CIP Category	R-1	General Rehabilitation	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Replace Ice Floor & Piping					x	x		x				x	
Charles Carroll Park - Genesee Crossroads Park						x		x				x	
Charles Carroll Park - Genesee Crossroads Park					x				x			x	x
Charles Carroll Park - Genesee Crossroads Park					x			x				x	x
General Rehabilitation												x	
General Rehabilitation								x		x		x	x
General Rehabilitation							x		x				
General Rehabilitation					x							x	
High Falls District		Annual Allocation				x		x		x		x	x
Manhattan Square Park					x			x		x		x	x
Mausoleum		Design							x				
Carter Street Recreation Center												x	
Recreation and Parks Facility Rehabilitation					x							x	
Trails							x			x		x	
Public Market Internal and Area Improvements								x	x		x	x	
Public Market Annual Allocation										x			

CIP Category	R-2	Small Equipment Program	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
War Memorial Equipment							x			x		x	
War Memorial Equipment									x		x		x
War Memorial Equipment							x			x			

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

CIP Category	R-5	Motor Equipment	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Standard Allocation								x		x			
War Memorial Motor Equipment						x				x	x		x
War Memorial Motor Equipment						x			x				

CIP Category	R-6	Library Materials and Equipment	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Library Materials Traditional Formats				x			x						x

CIP Category	R-7	Library Facilities	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Central Library										x			

CIP Category	R-9	Library Motor Equipment	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11
Library Motor Equipment				x			x						x

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

2002-03 TO 2006-07**Capital Improvement Program****RECREATION and CULTURE**

R-1**General Rehabilitation****Charles Carroll Park - Genesee
Crossroads Park**

Allocations are for design and construction. Funding recognizes the need to simultaneously assess the parking garage upon which the park is site and includes provision for the Sister Cities fountain..

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	200	0	0	0	200
General Debt	0	0	2,000	0	0	2,000
Parking Cash Capital	0	200	0	0	0	200
Parking Debt	0	0	2,000	0	0	2,000
	<u>0</u>	<u>400</u>	<u>4,000</u>	<u>0</u>	<u>0</u>	<u>4,400</u>

General Rehabilitation

Routine repair, replacement and renovation of playground equipment, fences, bleachers, and courts. Repair and rehabilitation of fences, water lines, sewers, curbs, and signs at City cemeteries. Repair, replacement and building maintenance is included for the War Memorial.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Cemetery Cash Capital	62	63	64	66	67	322
General Cash Capital	250	261	268	275	300	1,354
General Debt	0	0	0	0	0	0
War Memorial Cash Capital	58	59	60	62	63	302
	<u>370</u>	<u>383</u>	<u>392</u>	<u>403</u>	<u>430</u>	<u>1,978</u>

2002-03 TO 2006-07

Capital Improvement Program

RECREATION and CULTURE

High Falls District

Annual Allocation

Routine maintenance of HVAC systems, building improvements and replacements.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	100	20	20	20	20	180
	100	20	20	20	20	180

Manhattan Square Park

Allocations are for design and construction.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	300	1,000	2,000	3,000	3,000	9,300
	300	1,000	2,000	3,000	3,000	9,300

Mausoleum

Design

Planning, design and other preliminary work pertaining to construction of a Mausoleum at Riverside Cemetery.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Cemetery Cash Capital	35	0	0	0	0	35
	35	0	0	0	0	35

Public Market Annual Allocation

Routine maintenance and replacements relating to grounds and structures.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Public Market Cash Capital	20	22	23	25	27	117
	20	22	23	25	27	117

Public Market Internal and Area Improvements

Internal enhancements at the Rochester Public Market to include building lighting, sewer, traffic control and rehabilitation of roadways. Area improvements include land acquisition, signage, parking and entranceway development.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Public Market Debt	0	300	300	0	0	600
	0	300	300	0	0	600

Recreation and Parks Facility Rehabilitation

Supports repair and rehabilitation of recreation facilities.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	1,000	1,000	2,250	2,500	6,750
	0	1,000	1,000	2,250	2,500	6,750

Replace Ice Floor & Piping

Completes replacement of the ice floor at the Blue Cross Arena.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
War Memorial Cash Capital	187	0	0	0	0	187
	187	0	0	0	0	187

Trails

Enhancements, extensions, neighborhood links, signage, and motor equipment..

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	250	250	250	250	250	1,250
	250	250	250	250	250	1,250

R-2	Small Equipment Program
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Standard Allocation

Replacement and purchase of small equipment for the War Memorial, cemeteries, recreation centers and parks.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Cemetery Cash Capital	11	11	11	11	11	55
General Cash Capital	62	63	64	66	68	323
War Memorial Cash Capital	58	59	60	62	64	303
	131	133	135	139	143	681

R-5	Motor Equipment
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Standard Allocation

Scheduled replacement of motor equipment for the Department of Parks, Recreation and Human Services.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Cemetery Cash Capital	128	122	102	115	128	595
General Cash Capital	355	400	420	440	460	2,075
War Memorial Cash Capital	70	29	30	31	32	192
	553	551	552	586	620	2,862

R-6 **Library Materials and Equipment**

Library Materials Traditional Formats

Replacement of worn and obsolete materials and purchase of new materials and small equipment for branch libraries.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Library Cash Capital	465	473	481	496	505	2,420
	465	473	481	496	505	2,420

R-7 **Library Facilities**

Central Library

On-going library building maintenance

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Library Cash Capital	60	62	63	64	66	315
	60	62	63	64	66	315

R-9 **Library Motor Equipment**

Standard Allocation

Replacement of motor equipment for the Rochester Public Library

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Library Cash Capital	0	0	25	0	0	25
	0	0	25	0	0	25

Summary of Funding by Program: Recreation and Culture

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
R-1 General Rehabilitation						
Cemetery Cash Capital	97	63	64	66	67	357
General Cash Capital	600	731	538	545	570	2,984
General Debt	300	2,000	5,000	5,250	5,500	18,050
Parking Cash Capital	0	200	0	0	0	200
Parking Debt	0	0	2,000	0	0	2,000
Public Market Cash Capital	20	22	23	25	27	117
Public Market Debt	0	300	300	0	0	600
War Memorial Cash Capital	245	59	60	62	63	489
	1,262	3,375	7,985	5,948	5,948	24,797
R-2 Small Equipment Program						
Cemetery Cash Capital	11	11	11	11	11	55
General Cash Capital	62	63	64	66	68	323
War Memorial Cash Capital	58	59	60	62	64	303
	131	133	135	139	139	681
R-5 Motor Equipment						
Cemetery Cash Capital	128	122	102	115	128	595
General Cash Capital	355	400	420	440	460	2,075
War Memorial Cash Capital	70	29	30	31	32	192
	553	551	552	586	586	2,862

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
R-6 Library Materials and Equipment						
Library Cash Capital	465	473	481	496	505	2,420
	<u>465</u>	<u>473</u>	<u>481</u>	<u>496</u>	<u>496</u>	<u>2,420</u>
R-7 Library Facilities						
Library Cash Capital	60	62	63	64	66	315
	<u>60</u>	<u>62</u>	<u>63</u>	<u>64</u>	<u>64</u>	<u>315</u>
R-9 Library Motor Equipment						
Library Cash Capital	0	0	25	0	0	25
	<u>0</u>	<u>0</u>	<u>25</u>	<u>0</u>	<u>0</u>	<u>25</u>

RECREATION AND CULTURE TOTALS

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
Cemetery Cash Capital	236	196	177	192	206	1,007
General Cash Capital	1,017	1,194	1,022	1,051	1,098	5,382
General Debt	300	2,000	5,000	5,250	5,500	18,050
Library Cash Capital	525	535	569	560	571	2,760
Parking Cash Capital	0	200	0	0	0	200
Parking Debt	0	0	2,000	0	0	2,000
Public Market Cash Capital	20	22	23	25	27	117
Public Market Debt	0	300	300	0	0	600
War Memorial Cash Capital	373	147	150	155	159	984
	<u>2,471</u>	<u>4,594</u>	<u>9,241</u>	<u>7,233</u>	<u>7,561</u>	<u>31,100</u>

2002-03 TO 2006-07 CAPITAL IMPROVEMENT PROGRAM

GENERAL CITY DEVELOPMENT

The General City Development Category consists of projects to preserve and enhance the employment, economy, and tax base of the City, including: neighborhood physical improvements, infrastructure to support industrial and commercial development, and the development of parking facilities.

The Port of Rochester

This project involves the redevelopment of Rochester's Port including support for a Fast Ferry to serve Rochester and Toronto, Ontario, Canada.

Components of this program include a Ferry Terminal, Marina, and Garage as well as port access roads, river channel dredging, and the provision of boat slips, and rehabilitation of the former train station in the immediate vicinity.

Construction of the Ferry Terminal is now scheduled for 2002-03, one year earlier than previously planned. Some elements of the ferry terminal project, including the river wall and boat launch remain in 2003-04. The timing of some other project elements is adjusted as a consequence.

The Marina remains scheduled for 2004-05.

The Transportation Garage has been moved out one year to 2003-04.

The Port Access Roads project element remains scheduled for 2004-05.

The River Channel and Navigation Improvements, which includes a local share for removal of the railroad swing bridge, is moved out one year to 2003-04 with design commencing in 2002-03.

Riverfront Development, which includes the train station rehabilitation, boat slips, parking, and a walkway will now take place in 2003-04 and 2004-05 rather than in 2002-03.

A Water Rescue Facility, previously planned for 2004-05 is now scheduled in 2006-07.

Program Changes

G-3 Land Acquisition and Demolition

While funding remains at Maintenance of Effort Levels for the Demolition and Challenged Street project elements, the general acquisition sub-allocation is reduced in 2002-03 due to resource constraints.

G-8 Special Projects

The Center City Signage project is advanced to 2002-03 from 2003-04 due to availability of federal funding.

The Gateway Improvements Project is divided into two projects with the addition of NBN Streetscape Amenities so as to differentiate between support for the T-1 and T-2 roadway construction categories. The combined allocation is reduced in 2002-03, reflecting the availability of New York State funds for use on the Chili Avenue project.

General City Development Program Changes continued

The South River Corridor project does not receive an allocation in 2002-03 and is allocated significantly reduced amounts in the following two years.

The Downtown Housing Development allocation for 2002-03 is also reduced .

Priorities among projects in housing are under review and a proposal in this regard is provided as a supplement to this document.

2002-03 TO 2006-07**Capital Improvement Program****GENERAL CITY
DEVELOPMENT**

G-3**Land Acquisition and Demolition****Acquisition & Demolition Projects**

This is to purchase land for development or other purposes and to support demolition of buildings.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	3,500	4,335	4,335	4,335	4,400	20,905
	<u>3,500</u>	<u>4,335</u>	<u>4,335</u>	<u>4,335</u>	<u>4,400</u>	<u>20,905</u>

G-4**Municipal Garage Renovations****South Avene Parking Garage Rehabilitation**

Substantial repair and updating of the garage including structural work.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Debt	400	5,000	0	0	0	5,400
	<u>400</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,400</u>

Standard Allocation

Repairs, replacements and renovations at ramp garages.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Cash Capital	277	496	504	520	536	2,333
	<u>277</u>	<u>496</u>	<u>504</u>	<u>520</u>	<u>536</u>	<u>2,333</u>

G-6 **Parking Meters and Garage Equipment**

Parking Meters

Repair and installation of curbside meter an miscellaneous equipment in ramp garages.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Cash Capital	48	49	50	52	54	253
	<u>48</u>	<u>49</u>	<u>50</u>	<u>52</u>	<u>54</u>	<u>253</u>

G-7 **Port of Rochester**

Ferry Terminal

Terminal building, customs facility, access drives, parking, utilities, river dredging and ferry waterside facilities, river wall and relocation of the boat launch.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	9,690	0	0	0	9,690
General Debt	8,670	0	0	0	0	8,670
Monroe County	0	2,000	0	0	0	2,000
	<u>8,670</u>	<u>11,690</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,360</u>

River Channel & Navigation Improvements

River dredging and railroad swing bridge removal.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	2,000	0	0	0	2,000
General Debt	55	110	0	0	0	165
	<u>55</u>	<u>2,110</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,165</u>

2002-03 TO 2006-07

Capital Improvement Program

**GENERAL CITY
DEVELOPMENT**

Marina

Excavation, dredging, quay wall construction, utility connections, floating dock slips and mounting devices.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	475	4,710	0	0	5,185
	<u>0</u>	<u>475</u>	<u>4,710</u>	<u>0</u>	<u>0</u>	<u>5,185</u>

Riverfront Development

Train station rehabilitation, boat slips, parking, walkway, and access roadway construction.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	0	4,300	0	0	4,300
General Debt	0	4,300	0	0	0	4,300
	<u>0</u>	<u>4,300</u>	<u>4,300</u>	<u>0</u>	<u>0</u>	<u>8,600</u>

Transporation Center Parking Garage

Construction of above-ground parking garage.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	5,200	0	0	0	5,200
General Debt	0	2,000	0	0	0	2,000
	<u>0</u>	<u>7,200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,200</u>

2002-03 TO 2006-07

Capital Improvement Program

**GENERAL CITY
DEVELOPMENT**

Port Access Roads

Corrigan and Ferry Streets, Fincher Road.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	0	250	0	0	250
Private	0	0	425	0	0	425
	0	0	675	0	0	675

Water Rescue Facility

A facility and water craft for rescue operations.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	56	0	0	56
General Debt	0	0	0	0	1,456	1,456
	0	0	56	0	1,456	1,512

G-8

Special Projects

Center City Signage

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	505	0	0	0	0	505
General Debt	126	0	0	0	0	126
	631	0	0	0	0	631

2002-03 TO 2006-07

Capital Improvement Program

GENERAL CITY
DEVELOPMENT

Chili Avenue Gateway Improvements

Provides for enhancement and amenities in conjunction with the Chili Avenue transportation improvements.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	300	0	0	0	0	300
	300	0	0	0	0	300

Downtown Housing Development

Supporting housing development.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	62	63	64	65	67	321
	62	63	64	65	67	321

Downtown Streetscape

Trees, grates, benches, pavement, lights, etc.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	80	81	82	85	88	416
	80	81	82	85	88	416

Gateway Improvements

Provides for amenities in conjunction with arterial roadway improvement projects.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	200	206	206	208	820
	0	200	206	206	208	820

2002-03 TO 2006-07

Capital Improvement Program

**GENERAL CITY
DEVELOPMENT**

▣ NBN Streetscape Amenities

Provides for amenities in conjunction with residential street improvements.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	250	250	250	250	1,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0	250	250	250	250	1,000

▣ South River Corridor

Develop housing and commercial enterprise.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	277	1,200	1,200	1,200	3,877
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0	277	1,200	1,200	1,200	3,877

2002-03 TO 2006-07**Capital Improvement Program****GENERAL CITY
DEVELOPMENT**

G-3**Land Acquisition and Demolition****Acquisition & Demolition Projects**

This is to purchase land for development or other purposes and to support demolition of buildings.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	3,500	4,335	4,335	4,335	4,400	20,905
	<u>3,500</u>	<u>4,335</u>	<u>4,335</u>	<u>4,335</u>	<u>4,400</u>	<u>20,905</u>

G-4**Municipal Garage Renovations****South Avene Parking Garage Rehabilitation**

Substantial repair and updating of the garage including structural work.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Debt	400	5,000	0	0	0	5,400
	<u>400</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,400</u>

Standard Allocation

Repairs, replacements and renovations at ramp garages.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Cash Capital	277	496	504	520	536	2,333
	<u>277</u>	<u>496</u>	<u>504</u>	<u>520</u>	<u>536</u>	<u>2,333</u>

G-6 **Parking Meters and Garage Equipment**

Parking Meters

Repair and installation of curbside meter and miscellaneous equipment in ramp garages.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Cash Capital	48	49	50	52	54	253
	48	49	50	52	54	253

G-7 **Port of Rochester**

Ferry Terminal

Terminal building, customs facility, access drives, parking, utilities, river dredging and ferry waterside facilities, river wall and relocation of the boat launch.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	9,690	0	0	0	9,690
General Debt	8,670	0	0	0	0	8,670
Monroe County	0	2,000	0	0	0	2,000
	8,670	11,690	0	0	0	20,360

River Channel & Navigation Improvements

River dredging and railroad swing bridge removal.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	2,000	0	0	0	2,000
General Debt	55	110	0	0	0	165
	55	2,110	0	0	0	2,165

2002-03 TO 2006-07

Capital Improvement Program

GENERAL CITY
DEVELOPMENT

 Marina

Excavation, dredging, quay wall construction, utility connections, floating dock slips and mounting devices.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	475	4,710	0	0	5,185
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0	475	4,710	0	0	5,185

 Riverfront Development

Train station rehabilitation, boat slips, parking, walkway, and access roadway construction.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	0	4,300	0	0	4,300
General Debt	0	4,300	0	0	0	4,300
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0	4,300	4,300	0	0	8,600

 Transportation Center Parking Garage

Construction of above-ground parking garage.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	0	5,200	0	0	0	5,200
General Debt	0	2,000	0	0	0	2,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0	7,200	0	0	0	7,200

2002-03 TO 2006-07

Capital Improvement Program

**GENERAL CITY
DEVELOPMENT**

Port Access Roads

Corrigan and Ferry Streets, Fincher Road.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	0	250	0	0	250
Private	0	0	425	0	0	425
	0	0	675	0	0	675

Water Rescue Facility

A facility and water craft for rescue operations.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	56	0	0	56
General Debt	0	0	0	0	1,456	1,456
	0	0	56	0	1,456	1,512

G-8

Special Projects

Center City Signage

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Federal	505	0	0	0	0	505
General Debt	126	0	0	0	0	126
	631	0	0	0	0	631

2002-03 TO 2006-07

Capital Improvement Program

GENERAL CITY
DEVELOPMENT

Chili Avenue Gateway Improvements

Provides for enhancement and amenities in conjunction with the Chili Avenue transportation improvements.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	300	0	0	0	0	300
	<u>300</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>300</u>

Downtown Housing Development

Supporting housing development.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	62	63	64	65	67	321
	<u>62</u>	<u>63</u>	<u>64</u>	<u>65</u>	<u>67</u>	<u>321</u>

Downtown Streetscape

Trees, grates, benches, pavement, lights, etc.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	80	81	82	85	88	416
	<u>80</u>	<u>81</u>	<u>82</u>	<u>85</u>	<u>88</u>	<u>416</u>

Gateway Improvements

Provides for amenities in conjunction with arterial roadway improvement projects.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	200	206	206	208	820
	<u>0</u>	<u>200</u>	<u>206</u>	<u>206</u>	<u>208</u>	<u>820</u>

2002-03 TO 2006-07

Capital Improvement Program

GENERAL CITY
DEVELOPMENT

NBN Streetscape Amenities

Provides for amenities in conjunction with residential street improvements.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	250	250	250	250	1,000
	<hr/> 0	<hr/> 250	<hr/> 250	<hr/> 250	<hr/> 250	<hr/> 1,000

South River Corridor

Develop housing and commercial enterprise.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	277	1,200	1,200	1,200	3,877
	<hr/> 0	<hr/> 277	<hr/> 1,200	<hr/> 1,200	<hr/> 1,200	<hr/> 3,877

Summary of Funding by Program: General Development

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
G-3 Land Acquisition and Demolition						
General Cash Capital	3,500	4,335	4,335	4,335	4,400	20,905
	3,500	4,335	4,335	4,335	4,335	20,905
G-4 Municipal Garage Renovations						
Parking Cash Capital	277	496	504	520	536	2,333
Parking Debt	400	5,000	0	0	0	5,400
	677	5,496	504	520	520	7,733
G-6 Parking Meters and Garage Equipment						
Parking Cash Capital	48	49	50	52	54	253
	48	49	50	52	52	253
G-7 Port of Rochester						
Federal	0	16,890	4,300	0	0	21,190
General Cash Capital	0	0	56	0	0	56
General Debt	8,725	6,885	4,960	0	1,456	22,026
Monroe County	0	2,000	0	0	0	2,000
Private	0	0	425	0	0	425
	8,725	25,775	9,741	0	0	45,697
G-8 Special Projects						
Federal	505	0	0	0	0	505
General Cash Capital	142	671	1,596	1,600	1,605	5,614
General Debt	426	200	206	206	208	1,246
	1,073	871	1,802	1,806	1,806	7,365

GENERAL DEVELOPMENT TOTALS

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
Federal	505	16,890	4,300	0	0	21,695
General Cash Capital	3,642	5,006	5,987	5,935	6,005	26,575
General Debt	9,151	7,085	5,166	206	1,664	23,272
Monroe County	0	2,000	0	0	0	2,000
Parking Cash Capital	325	545	554	572	590	2,586
Parking Debt	400	5,000	0	0	0	5,400
Private	0	0	425	0	0	425
	<u>14,023</u>	<u>36,526</u>	<u>16,432</u>	<u>6,713</u>	<u>8,259</u>	<u>81,953</u>

2002-03 TO 2006-07 CAPITAL IMPROVEMENT PROGRAM

FACILITIES AND EQUIPMENT

The Facilities and Equipment category includes projects to preserve City-owned facilities and equipment as well as to improve automated information systems.

New Programs

F-1 Building Renovation Program

Funds are provided over the term of the plan to act on the Asbestos Management Study completed in 2001-02.

An annual allocation is established for the Central Vehicle Maintenance Facility.

Funds are planned in 2002-03 for Security Improvements.

Local Court facilities must be renovated as part of the move to the new Public Safety Building. Funding is provided in 2002-03 and 2003-04. This expense is reimbursable through New York State.

HVAC improvements funded through an initiative of the New York State Power Authority require repayment beginning in 2003-04.

F-9 Upkeep of City-owned Property

A pilot program is funded in 2002-03 and 2003-04 to review the efficacy of enhanced maintenance on city-acquired property deemed to be marketable.

Program Changes

F-1 Building Renovations

City Hall Exterior Improvements now includes restoration of the stone walls in 2005-06.

Allocations are reduced in most elements of the Building Renovation Program due to financial constraints.

F-2 Hazardous Waste Remediation

Financial constraints require significant reductions in 2002-03. Funding is deemed to be sufficient for work currently scheduled.

F-4 Office Equipment and F-5 Duplicating Equipment

No general fund allocations are made for these purposes in 2002-03 due to resource constraints..

CIP Category	F-3	Office Automation	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11

Office Automation		Replacement Allocation							x				
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CIP Category	F-4	Office Equipment	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11

Community Development									x				
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Finance									x				
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Environmental Services/Water Bureau									x				
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Economic Development								x					
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Administration									x				
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Environmental Services									x				
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CIP Category	F-5	Duplicating Equipment	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11

Standard Allocation		Finance - Purchasing Bureau							x				
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CIP Category	F-6	Small Equipment	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11

Economic Development		Municipal Parking						x	x				
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Environmental Services									x				
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Environmental Services						x					x		
------------------------	--	--	--	--	--	---	--	--	--	--	---	--	--

Environmental Services		Toter replacement program				x					x		
------------------------	--	---------------------------	--	--	--	---	--	--	--	--	---	--	--

CIP Category	F-7	Motor Equipment	Campaigns										
			1	2	3	4	5	6	7	8	9	10	11

Environmental Services					x	x	x						
------------------------	--	--	--	--	---	---	---	--	--	--	--	--	--

R2010 Campaigns

- | | | | |
|--|------------------------------------|--------------------------------------|----------------------------|
| 1 Involved Citizens | 4 Environmental Stewardship | 7 Quality Service | 10 Center City |
| 2 Educational Excellence | 5 Regional Partnerships | 8 Tourism Destination | 11 Arts and Culture |
| 3 Health, Safety and Responsibility | 6 Economic Vitality | 9 Healthy Urban Neighborhoods | |

F-1

Building Renovation Program

Asbestos Management

Implementation of the Asbestos Management Study completed in 2001.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	80	80	80	80	80	400
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	80	80	80	80	80	400

Carpets & Floors

Regular repair and replacement of roofs on city facilities as prioritized in an annual review.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	34	124	126	130	134	548
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	34	124	126	130	134	548

Central Vehicle Maintenance Facility Annual Allocation

Repairs and replacements of building systems and components.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	2	5	5	5	17	34
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	2	5	5	5	17	34

2002-03 TO 2006-07

Capital Improvement Program

FACILITIES AND EQUIPMENT

City Hall Annual Allocation

Repairs and replacements of building systems and components Funding in 2006-07 provides for a backup generator.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	49	68	69	71	298	555
	49	68	69	71	298	555

City Hall Exterior Renovations

Repair, replacement and restoration of the slate roof, 'A' building windows and Medina stone.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	565	2,300	8,000	0	10,865
	0	565	2,300	8,000	0	10,865

Court Facilities Improvements

Renovations to local court facilities. Expenses are reimbursable by New York State.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	65	65	0	0	0	130
	65	65	0	0	0	130

Fuel Stations

Regular repair and replacement of fuel stations at city facilities as prioritized in an annual review.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	38	39	40	41	158
	0	38	39	40	41	158

2002-03 TO 2006-07

Capital Improvement Program

FACILITIES AND EQUIPMENT

General Rehabilitation

Regular renovation, repair and replacement of structural components at city facilities as prioritized in an annual review.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	422	435	448	461	421	2,187
	422	435	448	461	421	2,187

Mechanical/Electrical

Regular repairs and replacements at city facilities as prioritized in an annual review.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	127	291	296	305	314	1,333
	127	291	296	305	314	1,333

New York State Power Authority

Payments to the New York Power Authority for cooperative major improvements to selected HVAC and electrical systems.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	237	237	237	237	948
	0	237	237	237	237	948

Operations Center Annual Allocation

Repairs and replacements of building systems and components.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	60	62	63	64	66	315
Local Works Cash Capital	40	41	42	43	44	210
	100	103	105	107	110	525

2002-03 TO 2006-07

Capital Improvement Program

FACILITIES AND EQUIPMENT

Roofs

Regular repair and replacement of roofs on city facilities as prioritized in an annual review.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	135	435	441	455	489	1,955
	<u>135</u>	<u>435</u>	<u>441</u>	<u>455</u>	<u>489</u>	<u>1,955</u>

Security Improvements City Wide

Provides for major structural modifications pertaining to security improvements.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Debt	0	100	0	0	0	100
	<u>0</u>	<u>100</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100</u>

Site Improvements

Regular repair and replacement of grounds at city facilities as prioritized in an annual review.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	20	94	90	97	100	401
	<u>20</u>	<u>94</u>	<u>90</u>	<u>97</u>	<u>100</u>	<u>401</u>

Telephone System Improvements

Standard allocation for upkeep of the telephone system.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	50	50	50	50	200
	<u>0</u>	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>	<u>200</u>

2002-03 TO 2006-07

Capital Improvement Program

FACILITIES AND EQUIPMENT

Windows

Regular repair and replacement of windows at city facilities as prioritized in an annual review.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	10	45	46	47	48	196
	10	45	46	47	48	196

F-2 Hazardous Waste Remediation

Investigation and Remediation

Funding for the investigation and remediation of inactive hazardous waste sites within the City's jurisdiction.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	569	1,258	282	246	268	2,623
General Debt	315	1,168	1,250	890	890	4,513
	884	2,426	1,532	1,136	1,158	7,136

F-3 Office Automation

Office Automation

New and replacement installations of personal computers and terminals. An annual installation plan is developed by the Department of Finance.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	300	386	392	404	412	1,894
	300	386	392	404	412	1,894

F-4	Office Equipment
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Administration

Routine replacement of office furnishings.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	5	17	17	17	17	73
	5	17	17	17	17	73

Community Development

Routine replacement of office furnishings.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	10	10	10	10	40
	0	10	10	10	10	40

Economic Development

Routine replacement of office furnishings.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Cash Capital	1	1	1	1	1	5
	1	1	1	1	1	5

2002-03 TO 2006-07

Capital Improvement Program

FACILITIES AND EQUIPMENT

Environmental Services

Routine replacement of office furnishings.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	12	12	12	12	48
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0	12	12	12	12	48

Environmental Services/Water Bureau

Routine replacement of office furnishings.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Water Cash Capital	12	12	12	12	12	60
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	12	12	12	12	12	60

Finance

Routine replacement of office furnishings.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	12	12	12	12	48
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	0	12	12	12	12	48

F-5	Duplicating Equipment
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Standard Allocation

Regular replacement of central and some distributed duplicating equipment.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	0	30	40	60	130
	0	0	30	40	60	130

F-6	Small Equipment
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Economic Development

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Cash Capital	62	63	64	66	68	323
	62	63	64	66	68	323

Environmental Services

Provision for the acquisition of new and replacement small items.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	53	17	17	17	17	121
Local Works Cash Capital	17	17	17	17	17	85
Refuse Cash Capital	1,230	1,258	1,284	163	169	4,104
Water Cash Capital	33	44	45	36	52	210
	1,333	1,336	1,363	233	255	4,520

F-7

Motor Equipment

Community Development

Scheduled replacement of vehicles.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	0	36	0	0	0	36
	0	36	0	0	0	36

Economic Development

Scheduled replacement of vehicles.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
Parking Cash Capital	25	25	25	27	27	129
	25	25	25	27	27	129

Environmental Services

This provides for scheduled replacement of the wide range of motor equipment used by the department including sedans, trucks, sidewalk plows, refuse packers, and recycling trucks as well as other vehicles.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	628	702	1,024	1,098	876	4,328
Local Works Cash Capital	202	977	986	2,244	387	4,796
Parking Cash Capital	0	25	0	25	0	50
Refuse Cash Capital	1,049	1,834	449	3,688	4,012	11,032
Water Cash Capital	426	614	356	594	529	2,519
	2,305	4,152	2,815	7,649	5,804	22,725

F-8

Tree Maintenance

Forestry Tree Maintenance Program

Planting and upkeep of City trees.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	324	330	336	346	355	1,691
	324	330	336	346	355	1,691

F-9

Upkeep of City Owned Property

Upkeep of City Acquired Property

Pilot project to test higher level of maintenance of properties taken by foreclosure or other means.

<u>Funding Source</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>TOTAL</u>
General Cash Capital	50	50	0	0	0	100
	50	50	0	0	0	100

Summary of Funding by Program: Facilities and Equipment

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
F-1 Building Renovation Program						
General Cash Capital	1,004	2,029	1,990	2,042	2,295	9,360
General Debt	0	665	2,300	8,000	0	10,965
Local Works Cash Capital	40	41	42	43	44	210
	1,044	2,735	4,332	0,085	0,085	20,535
F-2 Hazardous Waste Remediation						
General Cash Capital	569	1,258	282	246	268	2,623
General Debt	315	1,168	1,250	890	890	4,513
	884	2,426	1,532	1,136	1,136	7,136
F-3 Office Automation						
General Cash Capital	300	386	392	404	412	1,894
	300	386	392	404	404	1,894
F-4 Office Equipment						
General Cash Capital	5	51	51	51	51	209
Parking Cash Capital	1	1	1	1	1	5
Water Cash Capital	12	12	12	12	12	60
	18	64	64	64	64	274
F-5 Duplicating Equipment						
General Cash Capital	0	0	30	40	60	130
	0	0	30	40	40	130

F-6 Small Equipment

General Cash Capital	53	17	17	17	17	121
Local Works Cash Capital	17	17	17	17	17	85
Parking Cash Capital	62	63	64	66	68	323
Refuse Cash Capital	1,230	1,258	1,284	163	169	4,104
Water Cash Capital	33	44	45	36	52	210
	<u>1,395</u>	<u>1,399</u>	<u>1,427</u>	<u>299</u>	<u>299</u>	<u>4,843</u>

F-7 Motor Equipment

General Cash Capital	628	738	1,024	1,098	876	4,364
Local Works Cash Capital	202	977	986	2,244	387	4,796
Parking Cash Capital	25	50	25	52	27	179
Refuse Cash Capital	1,049	1,834	449	3,688	4,012	11,032
Water Cash Capital	426	614	356	594	529	2,519
	<u>2,330</u>	<u>4,213</u>	<u>2,840</u>	<u>7,676</u>	<u>7,676</u>	<u>22,890</u>

F-8 Tree Maintenance

General Cash Capital	324	330	336	346	355	1,691
	<u>324</u>	<u>330</u>	<u>336</u>	<u>346</u>	<u>346</u>	<u>1,691</u>

F-9 Upkeep of City Owned Property

General Cash Capital	50	50	0	0	0	100
	<u>50</u>	<u>50</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100</u>

FACILITIES AND EQUIPMENT TOTALS

	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>Total</u>
General Cash Capital	2,933	4,859	4,122	4,244	4,334	20,492
General Debt	315	1,833	3,550	8,890	890	15,478
Local Works Cash Capital	259	1,035	1,045	2,304	448	5,091
Parking Cash Capital	88	114	90	119	96	507
Refuse Cash Capital	2,279	3,092	1,733	3,851	4,181	15,136
Water Cash Capital	471	670	413	642	593	2,789
	<u>6,345</u>	<u>11,603</u>	<u>10,953</u>	<u>20,050</u>	<u>10,542</u>	<u>59,493</u>

The Budget records personnel resources in a number of ways. First, individuals may be employed in either full time, part time, temporary, or seasonal capacities. A full time employee works a standard work week on a year round basis. The number of hours per week may vary depending on unit assignment and the nature of the job. Part time employees also work on a year round basis, but for less than the standard work week. Temporary employees work standard work weeks, but for a fixed period, usually not more than eighteen months. Seasonal employees work hours that are determined by the jobs to which they are assigned, usually for short periods, e.g., the Summer. While most of the City's personnel resources are allocated to full time positions, use of part time, temporary, and seasonal positions provides an efficient and flexible means of meeting peak work load requirements. These other than full time positions are aggregated in some Budget presentations.

Secondly, all full time positions are recorded in the Budget by job titles. In every unit with assigned personnel, a display indicates the job titles assigned to that unit and the number of full time positions authorized for each title. All job titles are assigned to pay brackets that represent the compensation range for the position. The salary and wage schedules at the back of this section present the range for each bracket.

Overtime, the practice of extending work beyond the regular work week hours, is also explicitly accounted for in the Budget. Carefully managed overtime provides a flexible extension of the City's experienced workforce.

Finally, the Budget accounts for a Vacancy Factor, the difference between the allocation actually required for personnel compensation and that which would be required if every position were filled at all times. Some number of positions are always unfilled at a given moment. Vacancy factors differ among units, based on the size of the unit and the turnover rates experienced by various elements of the work force.

Personnel resources are approximated in "Employee Years". Each full time position represents one Employee Year. Part time, temporary, and seasonal positions are expressed

as fractions of a full time Employee Year based on the numbers of hours to be worked in relation to the hours to be worked by a full time equivalent position or by salary averaging; fractions are to one decimal place, i.e., one-tenth of an Employee Year. Overtime and vacancy factors are similarly approximated.

The Employee Year allocations are approximated by adding that unit of measure for all full time, part time, temporary, seasonal, and overtime assistance and subtracting the vacancy allowance, as in the following example:

Employee Years	
Full Time Positions	21.0
Overtime	1.7
Part Time, Temporary, and Seasonal	2.3
LESS: Vacancy Allowance	<u>1.1</u>
	23.9

Some presentations in the Budget show the assignment of fractional full time positions (e.g., 1.5 full time positions) to reflect sharing of positions among various activities and the corresponding allocation of costs to each activity. This practice is common in the Department of Environmental Services, Bureau of Operations. Here workload requirements change throughout the year (e.g., from Leaf Collection in the Fall to Snow and Ice Control in the Winter) and is found elsewhere as well. Summing these partial assignments from two or more activities will result in an accounting of 100% of the full time employees, as in the following example:

<u>Title</u>	<u>Activities</u>	
Crew Chief	Lots & Yards	1.2
	Work Orders	0.6
	Leaf Collection	0.3
	Snow & Ice Control	<u>0.9</u>
	Total Authorized	3.0

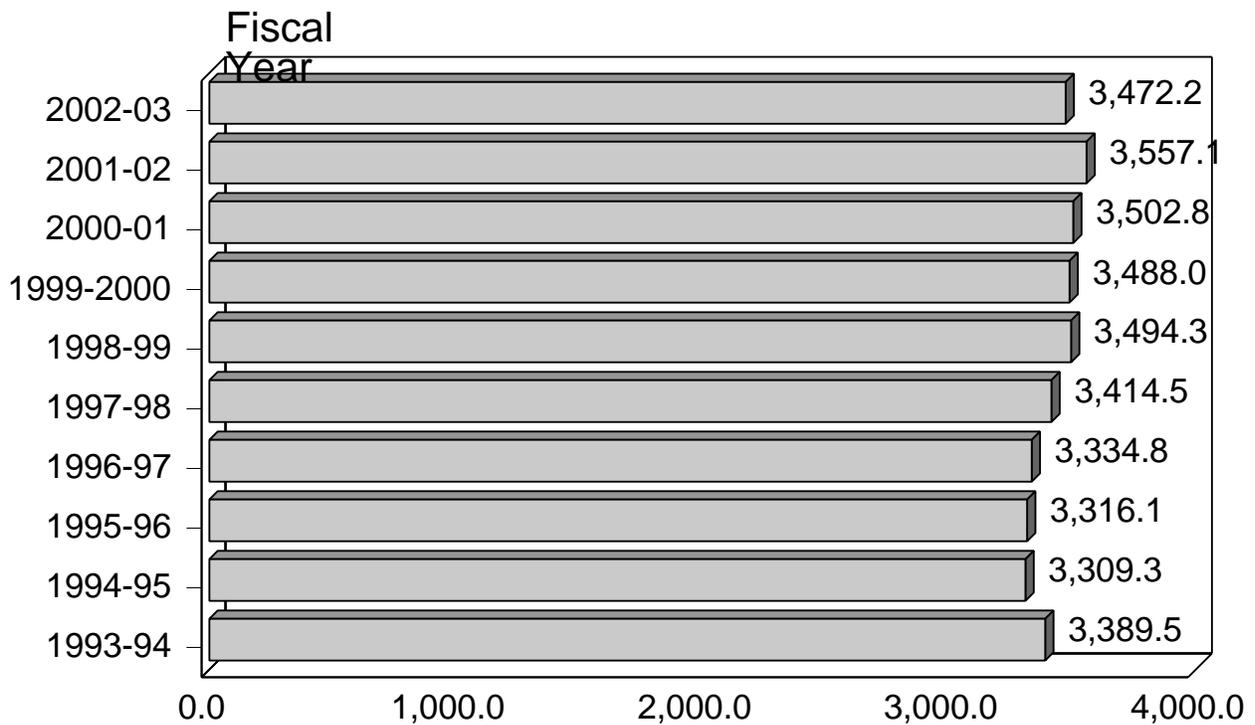
PERSONNEL SUMMARY
PERSONNEL RESOURCES

Total Employee Years	Budget <u>1999- 2000</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
City Council and Clerk	27.4	27.3	27.3	27.3
Administration				
Mayor's Office	33.0	36.0	37.1	34.1
NET	66.1	66.2	77.9	78.1
Budget & Efficiency	11.9	10.6	11.6	12.2
Human Resource Management	43.4	40.0	41.6	40.0
Communications	12.4	12.8	13.0	12.0
Law	<u>25.0</u>	<u>25.0</u>	<u>25.0</u>	<u>24.0</u>
	191.8	190.6	206.2	200.4
Finance				
Director's Office	8.3	8.3	8.5	9.0
Accounting	19.0	19.0	19.2	18.2
Treasury	24.6	24.5	26.2	24.9
Assessment	26.4	19.9	19.9	20.6
Parking Violations & Adjudication	17.3	17.2	17.2	17.1
Purchasing	13.0	13.0	13.4	13.3
Information Systems	<u>33.1</u>	<u>33.0</u>	<u>36.7</u>	<u>37.2</u>
	141.7	134.9	141.1	140.3
Community Development				
Commissioner	6.5	15.6	7.5	7.5
Neighborhood Initiatives	0.0	0.0	8.1	8.1
Buildings and Zoning	41.1	41.1	41.6	42.1
Housing & Project Development	37.9	37.9	40.0	38.0
Planning	<u>15.5</u>	<u>7.0</u>	<u>7.0</u>	<u>6.5</u>
	101.0	101.6	104.2	102.2
Economic Development	28.3	41.7	42.2	27.2
Environmental Services				
Commissioner	61.5	61.2	68.1	68.1
Architecture & Engineering	73.5	73.5	72.6	71.0
Operations	374.4	373.5	386.4	385.1
Water & Lighting	162.9	160.1	156.3	154.7
Equipment Services	<u>82.6</u>	<u>83.0</u>	<u>81.7</u>	<u>79.6</u>
	754.9	751.3	765.1	758.5
Emergency Communications	191.9	189.7	186.8	182.7
Police	876.6	916.0	932.5	922.6
Fire	595.3	579.4	584.7	578.1
Library				
Central Library	177.3	177.9	176.6	165.4
Community Library	<u>52.2</u>	<u>54.8</u>	<u>55.0</u>	<u>54.0</u>
	229.5	232.7	231.6	219.4

PERSONNEL SUMMARY
PERSONNEL RESOURCES

Total Employee Years	Budget <u>1999-2000</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
Parks, Recreation & Human Services				
Commissioner	16.0	16.7	16.7	16.8
Parks & Recreation	237.6	257.4	260.9	242.9
Special Services	55.2	36.4	35.6	32.1
Human Services	<u>40.8</u>	<u>27.1</u>	<u>22.2</u>	<u>21.7</u>
	349.6	337.6	335.4	313.5
Total	3,488.0	3,502.8	3,557.1	3,472.2

Total Personnel Resources Employee Years



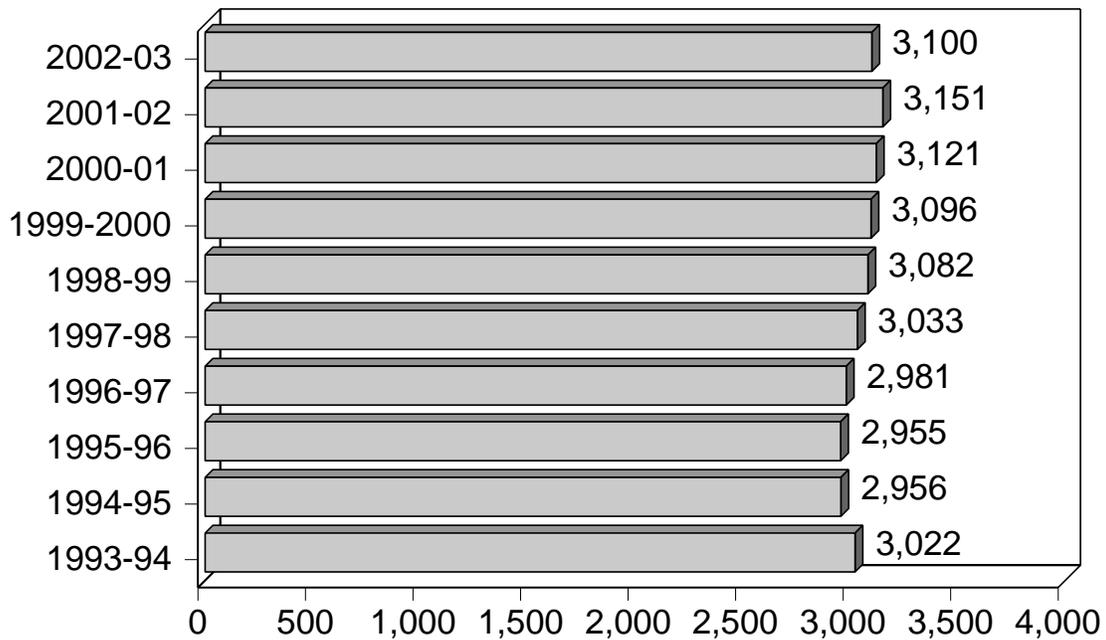
PERSONNEL SUMMARY
PERSONNEL RESOURCES

Total Full Time Positions	Budget <u>1999- 2000</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
City Council and Clerk	13.0	13.0	13.0	12.0
Administration				
Mayor's Office	32.0	35.0	35.0	33.0
NET	64.0	63.0	68.0	75.0
Budget & Efficiency	10.5	10.5	11.5	12.0
Human Resource Management	37.0	37.0	37.0	37.5
Communications	11.0	12.0	12.0	11.0
Law	<u>25.0</u>	<u>24.0</u>	<u>25.0</u>	<u>24.0</u>
	179.5	181.5	188.5	192.5
Finance				
Director's Office	8.0	8.0	8.0	8.0
Accounting	19.0	19.0	19.0	18.0
Treasury	23.0	23.0	24.0	23.0
Assessment	18.0	18.0	18.0	18.0
Parking Violations & Adjudication	16.0	16.0	16.0	16.0
Purchasing	13.0	13.0	13.0	13.0
Information Systems	<u>33.0</u>	<u>33.0</u>	<u>37.0</u>	<u>37.0</u>
	130.0	130.0	135.0	133.0
Community Development				
Commissioner	6.0	15.0	7.0	7.0
Neighborhood Initiatives	0.0	0.0	8.0	8.0
Buildings and Zoning	39.0	40.0	40.0	40.5
Housing & Project Development	38.0	38.0	40.0	38.0
Planning	<u>15.0</u>	<u>7.0</u>	<u>7.0</u>	<u>6.5</u>
	98.0	100.0	102.0	100.0
Economic Development	28.0	29.0	40.0	27.0
Environmental Services				
Commissioner	52.0	52.0	57.0	61.0
Architecture & Engineering	71.0	72.0	71.0	70.0
Operations	312.0	312.0	313.0	314.0
Water & Lighting	152.0	149.0	146.0	144.0
Equipment Services	<u>77.0</u>	<u>77.0</u>	<u>76.0</u>	<u>75.0</u>
	664.0	662.0	663.0	664.0
Emergency Communications	173.0	173.0	173.0	166.0
Police	830.0	875.0	880.0	873.0
Fire	575.0	559.0	564.0	557.0
Library				
Central Library	142.5	142.5	142.0	136.0
Community Library	<u>32.5</u>	<u>33.5</u>	<u>33.0</u>	<u>32.0</u>
	175.0	176.0	175.0	168.0

PERSONNEL SUMMARY
PERSONNEL RESOURCES

Total Full Time Positions	Budget <u>1999-2000</u>	Budget <u>2000-01</u>	Budget <u>2001-02</u>	Budget <u>2002-03</u>
Parks, Recreation & Human Services				
Commissioner	15.7	16.5	16.5	16.5
Parks & Recreation	139.0	159.0	159.0	152.0
Special Services	39.8	23.0	23.0	20.0
Human Services	<u>36.0</u>	<u>24.0</u>	<u>19.0</u>	<u>19.0</u>
	230.5	222.5	217.5	207.5
Total	3,096.0	3,121.0	3,151.0	3,100.0

Number of Full Time Positions



**PERSONNEL SUMMARY
EMPLOYEE BENEFITS**

In addition to wage and salary compensation, employees are provided with various fringe benefits as provided by law, collective bargaining agreements, and administrative determination. The City's budgeting and accounting systems place the allocations for these benefits in a separate department for monitoring and control purposes. Details on these allocations are found in the Undistributed Expenses section of the Budget (Tab 13).

The following table distributes fringe benefits to appropriate units:

Employment Benefit Distribution

<u>Department</u>	<u>Amount</u>
Council & Clerk	399,700
Administration	2,867,000
Law	483,900
Finance	2,020,600
Community Development	1,695,400
Economic Development	573,000
Environmental Services	11,857,400
Emergency Communications	2,281,100
Police	17,078,700
Fire	11,895,300
Library	2,021,600
Parks, Recreation, & Human Services	3,051,800
Total	56,225,500

PERSONNEL SUMMARY
BARGAINING UNITS

Portions of the City's workforce are represented by the following labor organizations:

American Federation of State, County and Municipal Employees, Local 1635

Rochester Police Locust Club, Inc.

International Association of Firefighters, Local 1071, Uniformed and Non-Uniformed Units

International Union of Operating Engineers, Local 832-S

Civil Service Employees Association, Rochester Public Library Part Time Employees Unit, Local 828

In accordance with collective bargaining agreements, employees in the following positions are granted full release time from their regularly scheduled work, with full pay and benefits to perform union duties. These positions and associated salary and benefits are reflected in the appropriate departmental and Undistributed budgets, and are presented here for informational purposes only.

	<u>Salary plus Benefits</u>	
	<u>2001-02</u>	<u>2002-03</u>
<u>AFSCME Local 1635</u>		
Administration – NET		
● Neighborhood Conservation Officer	0	62,600
Department of Environmental Services		
● Environmental Services Operator - 6 Day	69,800	71,700
● Environmental Services Operator	56,900	0
Department of Parks, Recreation & Human Services		
● Senior Recreation Supervisor	58,900	60,700
● Receptionist-Typist	43,000	44,600
<u>Rochester Police Locust Club, Inc.</u>		
Police Department		
● Police Officer	78,000	81,300
● Police Officer	69,900	71,000
<u>International Association of Firefighters, Local 1071</u>		
Fire & Rescue Department		
● Firefighter	74,200	76,800
Total	450,700	468,700

PERSONNEL SUMMARY
BARGAINING UNITS

Effective Dates of Current or Most Recent Agreements

<u>Labor Organization</u>	<u>Agreement Dates</u>
AFSCME Local 1635	July 1, 1998 to June 30, 2002
Rochester Police Locust Club, Inc.	July 1, 1999 to June 30, 2001
International Association of Firefighters, Local 1071, Uniformed	July 1, 1999 to June 30, 2003
International Association of Firefighters, Local 1071, Non-Uniformed	July 1, 1998 to June 30, 2002
International Union of Operating Engineers, Local 832-S	July 1, 1999 to June 30, 2003
Civil Service Employees Association, Local 828, Rochester Public Library Part Time Employees Unit	July 1, 1999 to June 30, 2002

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

16-9

July 1, 2002

By virtue of the authority vested in me by law, I, William A. Johnson, Jr., Mayor of the City of Rochester, New York, do hereby create, effective July 1, 2002, all positions set forth in this Budget to be in existence for the fiscal year 2002-03 at the salary and wage brackets indicated for said positions. The salary and wage bracket amounts shall be as set forth herein, except as modified by collective bargaining agreements or further directive of this office. All positions in existence prior to July 1, 2002, which are not set forth in this Budget shall be abolished effective July 1, 2002, except for positions otherwise prescribed by law.

A handwritten signature in cursive script that reads "William A. Johnson Jr".

William A. Johnson, Jr.

**PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE**

Non-Management Salaried Personnel
Effective July 1, 2001

Bracket	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I
1	20,840	21,503	22,166	22,735	23,196	23,618	24,149		
2	21,373	22,051	22,735	23,196	23,618	24,149	24,750		
3	21,801	22,502	23,196	23,618	24,149	24,750	25,389		
4	22,197	22,908	23,618	24,149	24,750	25,389	25,955		
5	22,698	23,422	24,149	24,750	25,389	25,955	26,664		
6	23,265	24,010	24,750	25,389	25,955	26,664	27,335		
7	23,872	24,629	25,389	25,955	26,664	27,335	28,079		
8	24,398	25,178	25,955	26,664	27,335	28,079	28,893		
9	25,068	25,865	26,664	27,335	28,079	28,893	29,778		
10	25,694	26,516	27,335	28,079	28,893	29,778	30,702		
11	26,395	27,237	28,079	28,893	29,778	30,702	31,657		
12	27,162	28,025	28,893	29,778	30,702	31,657	32,758		
13	27,994	28,886	29,778	30,702	31,657	32,758	33,744		
14	28,862	29,778	30,702	31,657	32,758	33,744	34,880		
15	29,759	30,709	31,657	32,758	33,744	34,880	35,942		
16	30,789	31,775	32,758	33,744	34,880	35,942	37,185		
17	31,722	32,732	33,744	34,880	35,942	37,185	38,674		
18	32,786	33,832	34,880	35,942	37,185	38,674	40,263		
19	33,782	34,863	35,942	37,185	38,674	40,263	41,890		
20	34,953	36,068	37,185	38,674	40,263	41,890	43,595		
21	36,349	37,511	38,674	40,263	41,890	43,595	45,403		
110	21,116	26,395	27,237	28,079	28,893	29,778	30,702	31,657	32,606
150	23,807	29,759	30,709	31,657	32,758	33,744	34,880	35,942	37,020
170	25,378	31,722	32,732	33,744	34,880	35,942	37,185	38,674	39,835
180	26,228	32,786	33,832	34,880	35,942	37,185	38,674	40,263	41,471
190	27,027	33,782	34,863	35,942	37,185	38,674	40,263	41,890	43,147
200	27,963	34,953	36,068	37,185	38,674	40,263	41,890	43,595	44,902

Management Salaried Personnel
Effective July 1, 2001*

Bracket	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K
22	41,755	42,652	43,571	44,510	45,463	46,441	47,440	48,460	49,501	50,563	51,654
23	43,571	44,510	45,463	46,441	47,440	48,460	49,501	50,563	51,654	52,762	53,899
24	45,463	46,441	47,440	48,460	49,501	50,563	51,654	52,762	53,899	55,057	56,240
25	47,440	48,460	49,501	50,563	51,654	52,762	53,899	55,057	56,240	57,450	58,686
26	49,501	50,563	51,654	52,762	53,899	55,057	56,240	57,450	58,686	59,945	61,238
27	51,654	52,762	53,899	55,057	56,240	57,450	58,686	59,945	61,238	62,560	63,898
28	53,899	55,057	56,240	57,450	58,686	59,945	61,238	62,560	63,898	65,209	66,521
29	56,240	57,450	58,686	59,945	61,238	62,560	63,898	65,209	66,521	67,861	69,231
30	58,686	59,945	61,238	62,560	63,898	65,209	66,521	67,861	69,231	70,795	72,222
31	61,238	62,560	63,898	65,209	66,521	67,861	69,231	70,795	72,222	73,687	75,180
32	63,898	65,209	66,521	67,861	69,231	70,795	72,222	73,687	75,180	76,707	78,265
33	66,521	67,861	69,231	70,795	72,222	73,687	75,180	76,707	78,265	79,856	81,484
34	69,231	70,795	72,222	73,687	75,180	76,707	78,265	79,856	81,484	83,143	84,845
35	72,222	73,687	75,180	76,707	78,265	79,856	81,484	83,143	84,845	86,575	88,346
36	82,693	84,378	86,099	87,858	89,650	91,481	93,342	95,251	97,195	99,181	101,202
86	90,959	93,231	95,558	97,944	100,391						
87	93,231	95,558	97,944	100,391	102,897						
96	85,985	87,705	89,459	91,248	93,073	94,935					
97	88,134	89,897	91,695	93,529	95,400	97,308					

* Brackets 86 & 87 effective July 1, 2002

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

Weekly and Hourly Personnel
Effective July 1, 2001

Hourly Rates:

Bracket	Step A	Step B	Step C	Step D	Step E	Step F	Step G
40	12.07	12.50	12.87	13.15	13.44	13.80	14.18
41	12.48	12.87	13.25	13.55	14.06	14.20	14.73
42	12.94	13.38	13.81	14.18	14.50	15.00	15.39
51	10.55	10.83	11.15	11.37	11.57	11.75	11.95
52	10.68	11.03	11.37	11.57	11.75	11.95	12.23
53	10.84	11.21	11.57	11.75	11.95	12.23	12.52
54	11.04	11.39	11.75	11.95	12.23	12.52	12.79
55	11.24	11.61	11.95	12.23	12.52	12.79	13.08
56	11.49	11.91	12.23	12.52	12.79	13.08	13.31
57	11.76	12.17	12.52	12.79	13.08	13.31	13.80
58	12.00	12.40	12.79	13.08	13.31	13.80	14.06
59	12.29	12.66	13.08	13.31	13.80	14.06	14.47
60	12.52	12.91	13.31	13.80	14.06	14.47	14.79
61	12.93	13.37	13.80	14.06	14.47	14.79	15.31
62	13.22	13.61	14.06	14.47	14.79	15.31	15.72
63	13.59	14.06	14.47	14.79	15.31	15.72	16.16
64	13.93	14.39	14.79	15.31	15.72	16.16	16.65
65	14.40	14.84	15.31	15.72	16.16	16.65	17.14
66	11.60	11.94	12.31	13.08			
425	6.51	6.76	7.03	7.28	7.55		

Daily Rates:

Bracket	Step A	Step B	Step C	Step D	Step E	Step F
68	101.08					
69	122.13	129.92	137.70	145.49	149.81	154.14

Commission
Annual Base
Pay:

Bracket	Step A
300	14,560
301	13,000

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

Uniformed Police Personnel
Effective July 1, 2000

Bracket	Step 1	Step 2	Step 3	Step 4	Step 5	Step A	Step B
90	28,143	34,720	40,845	46,828	49,146	52,956	55,699
92			53,072	56,273			
94			60,016	63,633			
95			67,720	71,804			

Uniformed Fire & Rescue Personnel
Effective July 1, 2002

Bracket	Entry	Step 1	Step 2	Step 3	Step 4
80	29857	36,835	43,332	49,680	52,139
82				56,886	59,700
84				64,325	67,507
85				72,584	76,176

Non-Uniformed Fire & Rescue Personnel
Effective July 1, 2001

Employees hired before July 1, 1982

Bracket	Step A	Step B	Step C	Step D	Step E
73	36,254	37,506	38,842	40,221	41,649
75	37,860	39,284	40,625	42,189	44,057
78	43,216	45,576	47,181	49,320	51,515

Employees hired on or after July 1, 1982

Bracket	Step A	Step B	Step C	Step D	Step E
73	33,051	34,036	35,014	35,995	36,979
75	34,703	35,995	37,289	38,579	39,870
78	37,185	38,732	40,280	41,832	43,383

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

Fixed Salary Rates
Effective July 1, 2001

Title	Amount
Elected and Appointed Officials	
President of the Council*	37,182
Council Member*	27,182
Mayor*	109,707
Deputy Mayor	101,845
Examining Board Members	
Examiner-Chair**	1,250
Examiner Plumber	1,250
Clerk to the Board	1,250
Examiner-Vice Chair**	1,250
Examiner-Secretary**	1,250
Examiner-Stationary	1,250
Examiner-Electrician	1,000

*These salaries are fixed by local legislation on a calendar year basis; amounts shown represent calendar 2002.

**These positions are not compensated if filled by a City or RG&E employee.

Operating Engineers
Effective July 1, 2002

Bracket	Title	Step A	Step B	Step C
150	Asst. HVAC Engineer	18.82	20.17	20.77
151	HVAC Engineer	19.38	20.77	21.42
152	Lead HVAC Engineer	21.09	22.57	23.31

Part time, Temporary, and Seasonal Personnel
Effective July 1, 2002

Title	Step A	Step B	Step C	Step D
Account Clerk Typist	12.46	12.87	13.27	
Administrative Assistant	16.92	17.46	18.00	20.43
Administrative Assistant - Library	15.68	16.18	16.69	17.02
Adult Activities Aide	6.86	7.09	7.30	
Architectural Intern	9.84	11.02		
Assistant GIS Technician	11.99	12.37	12.75	
Assistant Supervisor of Markets	11.76	12.17	12.52	
Assistant Pool Manager	10.50	10.84	11.12	
Assistant Summer Program Coordinator	8.28			
Bingo Inspector	11.75			
Bookmobile Operator	12.76	13.17	13.58	13.85
Building Maintenance Helper	10.68	11.03	11.37	
Account Clerk Typist	12.46	12.87	13.27	
Administrative Assistant	16.92	17.46	18.00	20.43
Administrative Assistant - Library	15.68	16.18	16.69	17.02
Class 5 Truck Driver - Library	12.45	12.85	13.24	13.50
Cleaner	10.01	10.33	10.65	
Cleaner - Library	10.61	10.94	11.29	11.52
Clerical Aide	9.33			

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

Part time, Temporary, and Seasonal Personnel
Effective July 1, 2002

Title	Step A	Step B	Step C	Step D
Clerk II	13.79	14.21	14.65	16.36
Clerk II - Library	12.76	13.17	13.58	13.85
Clerk II with Typing	13.79	14.21	14.65	
Clerk III	13.12	13.54	13.95	
Clerk III with Typing	13.12	13.54	13.95	
Clerk III with Typing - Library	12.16	12.54	12.92	13.18
Clerk IV	11.99	12.37	12.75	
Clerk Typist	11.99	12.37	12.75	
Clerk Typist - Library	11.10	11.44	11.81	12.05
College Junior Intern	6.52			
Communications Aide	16.92	17.46	18.00	20.43
Counseling Specialist	18.01	18.59	19.17	
Crack Seal Program Inspector	9.47			
Crew Chief	11.82			
Day Camp Supervisor	9.61			
Dispatcher	13.29			
Dispatcher I/OEC	11.45	14.31	14.76	
Employment Case Assistant	14.12	14.57	15.01	
Engineering Intern	9.84	11.02		
Exam Proctor	6.88			
Exam Supervisor	10.99			
Executive Assistant	19.20	19.81	20.43	
Firefighter Trainee	5.93	6.36	12.72	
Ground Equipment Operator	10.3			
Grounds Worker	7.12			
Interdepartmental Messenger	12.79	13.19	13.60	
Laborer	6.52			
Lead Stage Hand	14.04			
Legislative Aide	16.92	17.46	18.00	
Legislative Clerk	13.12	13.54	13.95	
Librarian I	15.68	16.18	16.69	17.02
Librarian II	17.20	17.75	18.30	18.67
Library Assistant	14.69	15.17	15.65	15.96
Library Page	5.15	5.65		
Lifeguard	7.41	7.69	8.02	
Lifeguard Captain	9.61	9.88	10.22	
Lifeguard Lieutenant	8.51	8.79	9.12	
Maintenance Mechanic	12.52			
Laborer	6.52			
Lead Stage Hand	14.04			
Legislative Aide	16.92	17.46	18.00	
Operations Worker	11.94	12.32	12.66	
Parking Monitor	12.35	12.75	13.14	
Parks Operations Worker	11.94	12.32	12.66	
Playground Supervisor	7.69			
Police Officer Trainee I	5.15			
Pool Attendant	8.16			
Programmer Analyst	22.81	23.30	23.80	24.31
Public Safety Aide	7.28			
Recreation Assistant	6.86	7.09	7.30	
Recreation Clerical Aide	6.67	6.87	7.08	
Retrieval Aide	6.56	6.76	6.98	7.12

PERSONNEL SUMMARY
CITY OF ROCHESTER SALARY SCHEDULE

Part time, Temporary, and Seasonal Personnel
Effective July 1, 2002

Title	Step A	Step B	Step C	Step D
Rink Aide	6.59			
Rink Manager	9.69			
School Traffic Officer	8.28			
School Traffic Officer II	9.63			
Security Guard	10.68	11.03	11.37	
Security Guard - Library	10.61	10.94	11.29	11.52
Security Intern	7.71	8.30		
Senior Cashier	15.38	15.87	16.36	18.54
Senior Stenographer	13.31	13.73	14.17	
Senior Retrieval Room Aide	10.6	10.92	11.26	11.49
Service Representative	14.12	14.57	15.01	
Shipping Aide	5.85	6.02	6.20	6.32
Stagehand	8.2			
Sr. Maintenance Mechanic/Mason	14.4	17.14		
Sr. Operations Worker	13.22	13.61	14.06	
Sr. Rigger	23.57			
Sr. Stagehand	11.67			
Summer Program Clerk	7.8			
Summer Program Coordinator	13.89			
Summer Program Monitor	9.56			
Summer Youth Supervisor	6.52			
Vending Inspector	11.03			
Victim Assistance Counselor	15.85	16.36	16.87	
Water Maintenance Worker	12.27			
Watershed Quality Aide	7.53	8.39		
Youth Worker	5.15			

ROCHESTER CITY SCHOOL DISTRICT

REVENUE SUMMARY

Revenue Category	2001-02 Amended	2001-02 Estimated/Actual	2002-03 Recommended as of May 15	\$ Change (from Est./Actual)	% Change (from Est./Actual)
GENERAL FUND					
STATE					
Comprehensive Operating Aid	197,108,924	197,108,924	115,474,478	(81,634,446)	-41.42%
Deduct for Certain Students	(512,461)	(512,461)	(515,671)	(3,210)	0.63%
Minor Maintenance & Repair	-	-	437,754	437,754	na
Extraordinary Needs	-	-	23,134,990	23,134,990	na
Academic Services	-	-	2,020,000	2,020,000	na
Teacher Support Aid	1,076,000	1,076,000	1,076,000	-	0.00%
Gifted and Talented	-	-	192,864	192,864	na
Limited English Proficiency	-	-	2,208,444	2,208,444	na
Handicapped-Excess Cost Aid	-	-	64,337,040	64,337,040	na
Operating Standards Aid	-	-	7,135,003	7,135,003	na
Education Related Support	-	-	2,002,993	2,002,993	na
Special Services Aid	6,023,865	6,023,865	5,443,061	(580,804)	na
Transportation	25,143,392	25,143,392	31,114,159	5,970,767	23.75%
Hardware Aid	500,895	500,895	464,957	(35,938)	-7.17%
Software, Library, & Textbook Aid	2,635,171	2,635,171	3,035,339	400,168	15.19%
Building Aid	26,795,035	26,795,035	12,061,929	(14,733,106)	-54.98%
Summer School	965,788	965,788	1,103,001	137,213	14.21%
Fund for Innovation	1,815,000	1,815,000	-	(1,815,000)	-100.0%
Full Day Kindergarten	-	-	6,140,282	6,140,282	na
Class Size Reduction	4,894,784	4,894,784	5,254,672	359,888	7.35%
Universal Pre-K	5,106,634	5,106,634	7,060,000	1,953,366	38.25%
Total State (2002-03 Aid Projections)	271,553,027	271,553,027	289,181,295	17,628,268	6.49%
Reclassified State Revenue to Special Aid Fund					
Teacher Support Aid	(1,076,000)	(1,076,000)	(1,076,000)	-	0.00%
Maintenance & Repair	-	-	(437,754)	(437,754)	na
Class Size Reduction	(4,894,784)	(4,894,784)	(5,254,672)	(359,888)	7.35%
Universal Pre-K	(5,106,634)	(5,106,634)	(7,060,000)	(1,953,366)	38.25%
Total Reclassified Revenue	(11,077,418)	(11,077,418)	(13,828,426)	(2,751,008)	24.83%
Adjusted Total State	260,475,609	260,475,609	275,352,869	14,877,260	5.71%
Other State Revenue Sources					
Prior Year's Aid (accrued)	5,043,406	4,867,213	-	(4,867,213)	-100.00%
Prior Year's Aid (cash 5-8-02)	-	176,193	-	(176,193)	-100.00%
Pre-K General Fund Grant	1,077,366	1,077,366	-	(1,077,366)	-100.00%
State Assembly Funds	4,000,000	4,000,000	-	(4,000,000)	-100.00%
Advance Funding	-	-	-	-	na
Total Other State Aid	10,120,772	10,120,772	-	(10,120,772)	-100.00%
RCSD Aid Adjustments					
Building Aid	-	-	(2,000,000)	(2,000,000)	na
Special Education - Excess Cost Aids	-	-	(3,252,040)	(3,252,040)	na
Provision to Match Board of Ed. Proposal	-	-	(1,007,901)	(1,007,901)	na
Transportation Aid	-	-	(2,693,112)	(2,693,112)	na
Total RCSD Adjustments	-	-	(8,953,053)	(8,953,053)	na
Grand Total State (after adjustment & other)	270,596,381	270,596,381	266,399,816	(4,196,565)	-1.55%
CITY					
Operating	127,300,000	127,300,000	126,100,000	(1,200,000)	-0.94%
Additional City Aid	-	-	1,200,000	1,200,000	na
Total City	127,300,000	127,300,000	127,300,000	-	0.00%
LOCAL					
Indirect Costs	1,100,000	1,100,000	950,000	(150,000)	-13.64%
Nonresident Tuition	900,000	900,000	800,000	(100,000)	-11.11%
Rental and Use of Buildings	350,000	350,000	246,500	(103,500)	-29.57%
Sale of Obsolete Equipment	33,000	33,000	27,000	(6,000)	-18.18%
Fines and Forfeitures	3,000	3,000	3,000	-	0.00%
Refunds - Prior Years	932,000	932,000	700,000	(232,000)	-24.89%
Student and Other Fees:					
Adult Education	55,000	55,000	44,000	(11,000)	-20.00%
Music	9,200	9,200	12,000	2,800	30.43%
Miscellaneous	6,500	6,500	6,500	-	0.00%
Medicaid Revenue	3,523,175	3,523,175	2,500,000	(1,023,175)	-29.04%
Earnings - Capital Fund Investments	1,150,000	1,150,000	575,000	(575,000)	-50.00%
Earnings - General Fund Investments	430,000	430,000	479,000	49,000	11.40%
City Loan - Transportation	3,300,000	3,300,000	-	(3,300,000)	-100.00%
Retirement System Credit	-	-	-	-	na
Total Local	11,791,875	11,791,875	6,343,000	(5,448,875)	-46.21%
Appropriated Fund Balance for General fund	-	-	-	-	0.00%
Total General Fund Revenues	409,688,256	409,688,256	400,042,816	(9,645,440)	-2.35%

ROCHESTER CITY SCHOOL DISTRICT

REVENUE SUMMARY (ALL FUNDS)

Revenue Category	2001-02 Amended	2001-02 Estimated/Actual	2002-03 Recommended As of May 15	\$ Change (from Est./Actual)	% Change (from Est./Actual)
SPECIAL AID FUND					
New York State Categorical Grants*					
Categorical Reading Aid	5,500,000	5,500,000	5,500,000	-	0.00%
Improvement of Pupil Performance	6,950,000	6,950,000	6,950,000	-	0.00%
Magnet Schools	11,000,000	11,000,000	11,000,000	-	0.00%
Pre-Kindergarten Program	1,275,022	1,275,022	1,275,022	-	0.00%
Summer School	2,809,935	2,809,935	3,252,600	442,665	15.75%
Employment Prep (Over 21)	3,426,131	3,426,131	2,991,398	(434,733)	-12.69%
Class Size Reduction	4,894,784	4,894,784	-	(4,894,784)	-100.00%
Teacher Support Grant	1,076,000	1,076,000	240,000	(836,000)	-77.70%
Incarcerated Youth	1,317,791	1,317,791	1,144,424	(173,367)	-13.16%
Maintenance & Repair	-	-	-	-	na
Teacher Center	458,000	458,000	458,000	-	0.00%
Teacher of Tomorrow	2,570,000	2,570,000	2,313,000	(257,000)	-10.00%
Mentor Intern Program	250,000	250,000	-	(250,000)	-100.00%
Universal Pre-Kindergarten	5,106,634	5,106,634	5,861,540	754,906	14.78%
Total NYS Categorical Programs	46,634,297	46,634,297	40,985,984	(5,648,313)	-13.78%
Other State and Federal Grants*					
Special Aid Grant Funds	39,795,758	39,795,758	38,671,522	(1,124,236)	-2.83%
Title I Improvement & Choice	1,100,000	1,100,000	-	(1,100,000)	-100.00%
Title II Teacher-Principal Quality	-	-	3,067,610	3,067,610	NA
Federal Class Size Initiative	3,067,610	3,067,610	-	(3,067,610)	-100.00%
Total Other State and Federal Grants	43,963,368	43,963,368	41,739,132	(2,224,236)	-5.06%
Total Special Aid Fund	90,597,665	90,597,665	82,725,116	(7,872,549)	-8.69%
SCHOOL FOOD SERVICE FUND					
Total School Food Services	15,031,282	15,031,282	14,631,694	(399,588)	-2.66%
GRAND TOTAL ALL REVENUE	515,317,203	515,317,203	497,399,626	(17,917,577)	-3.48%

*NOTE: Federal and State grant amounts will change as final grant data arrives from grant agencies, for amended, estimated 2001-02 and projected 2002-03.

**Rochester City School District
Expense Summary By Category
All Funds**

	2000-2001 Actual	2001 - 2002 Amended Budget 31-Jan-02	2001 - 2002 Estimated Actual 16-Apr-02	2002-2003 Proposed Budget	Budget Change To Estimated Actual \$\$\$	%
Compensation						
Teacher Salary	\$ 172,843,750	\$ 174,439,845	\$ 174,439,845	\$ 154,384,068	\$ (20,055,777)	-11.5%
Civil Service Salary	\$ 45,230,942	\$ 50,475,688	\$ 50,475,688	\$ 50,388,790	\$ (86,898)	-0.2%
Administrator Salary	\$ 25,124,808	\$ 24,620,913	\$ 24,620,913	\$ 21,108,519	\$ (3,512,394)	-14.3%
Hourly Teachers	\$ 15,733,659	\$ 15,992,197	\$ 15,992,197	\$ 13,343,326	\$ (2,648,871)	-16.6%
Paraprofessional Salary	\$ 11,521,695	\$ 12,283,558	\$ 12,283,558	\$ 13,270,366	\$ 986,808	8.0%
Substitute Teachers Cost	\$ 7,087,439	\$ 8,200,031	\$ 8,200,031	\$ 6,519,544	\$ (1,680,487)	-20.5%
Overtime - Non Instructional Salary	\$ 1,787,249	\$ 1,050,501	\$ 1,410,600	\$ 1,116,942	\$ (293,658)	-20.8%
Teachers In Service	\$ 2,144,266	\$ 1,410,600	\$ 1,050,501	\$ 1,639,527	\$ 589,026	-56.1%
Sub Total of Compensation	\$ 281,473,808	\$ 288,473,333	\$ 288,473,333	\$ 261,771,082	\$ (26,702,251)	-9.3%
Employee Benefits	\$ 62,735,706	\$ 64,529,919	\$ 64,374,503	\$ 79,293,120	\$ 14,918,617	23.2%
Total Compensation	\$ 344,209,514	\$ 353,003,252	\$ 352,847,836	\$ 341,064,202	\$ (11,783,634)	-3.3%

Rochester City School District
Expense Summary By Category
All Funds

	2000-2001 Actual	2001 - 2002 Amended Budget 31-Jan-02	2001 - 2002 Estimated Actual 16-Apr-02	2002-2003 Proposed Budget	Budget Change To Estimated Actual \$\$\$	%
Fixed Obligations						
Special Education	\$ 22,999,780	\$ 25,746,561	\$ 25,748,376	\$ 24,241,018	\$ (1,507,358)	-5.9%
Contracted Transportation	\$ 25,324,311	\$ 24,182,885	\$ 24,142,825	\$ 24,914,750	\$ 771,925	3.2%
Charter Schools	\$ 10,850,326	\$ 14,387,925	\$ 14,159,689	\$ 17,726,923	\$ 3,567,234	25.2%
Insurance - Non Employee	\$ 363,663	\$ 454,043	\$ 323,643	\$ 601,000	\$ 277,357	85.7%
Sub Total of Fixed Obligations	\$ 59,538,080	\$ 64,771,414	\$ 64,374,533	\$ 67,483,691	\$ 3,109,158	4.8%
Principal & Interest Due on Borrowed Funds						
Debt Service	\$ 33,003,717	\$ 34,804,683	\$ 35,051,060	\$ 21,576,584	\$ (13,474,476)	-38.4%
Cash Capital Outlays						
Cash - Capital Expenditures	\$ 4,317,640	\$ 2,134,972	\$ 1,127,786	\$ 4,250,000	\$ 3,122,214	276.8%
Textbooks	\$ 3,860,562	\$ 2,716,483	\$ 2,178,426	\$ 2,905,143	\$ 726,717	33.4%
Equipment - Other than Buses	\$ 3,032,989	\$ 2,347,347	\$ 1,753,303	\$ 2,258,210	\$ 504,907	28.8%
Computer Hardware	\$ 1,062,289	\$ 569,912	\$ 443,154	\$ 759,474	\$ 316,320	71.4%
Equipment - Buses	\$ 397,036	\$ -	\$ -	\$ 405,654	\$ 405,654	100.0%
Library Books	\$ 391,445	\$ 391,683	\$ 368,576	\$ 250,649	\$ (117,927)	-32.0%
Sub Total of Cash Capital Outlays	\$ 13,061,961	\$ 8,160,397	\$ 5,871,245	\$ 10,829,130	\$ 4,957,885	84.4%
Facilities and Related						
Utilities	\$ 11,671,462	\$ 11,463,712	\$ 10,113,829	\$ 10,685,550	\$ 571,721	5.7%
Instructional Supplies	\$ 6,328,932	\$ 2,903,412	\$ 7,113,651	\$ 6,578,812	\$ (534,839)	-7.5%
Service Contract & Equipment Repair	\$ 2,227,148	\$ 2,241,973	\$ 2,379,977	\$ 2,851,431	\$ 471,454	19.8%
Facilities Service Contracts	\$ 1,568,650	\$ 1,402,906	\$ 1,123,969	\$ 1,563,406	\$ 439,437	39.1%
Rentals	\$ 3,933,064	\$ 4,783,683	\$ 4,774,987	\$ 3,705,087	\$ (1,069,900)	-22.4%
Maintenance & Repair Supplies	\$ 1,129,404	\$ 796,451	\$ 1,135,455	\$ 1,143,274	\$ 7,819	0.7%
Postage & Printing/Advertising	\$ 1,424,088	\$ 1,194,559	\$ 1,043,039	\$ 1,141,395	\$ 98,356	9.4%
Auto Supplies	\$ 721,194	\$ 744,352	\$ 742,352	\$ 472,362	\$ (269,990)	-36.4%
Supplies & Materials	\$ 8,294,170	\$ 7,020,083	\$ 7,022,246	\$ 6,893,032	\$ (129,214)	-1.8%
Custodial Supplies	\$ 596,187	\$ 547,366	\$ 537,893	\$ 433,328	\$ (104,565)	-19.4%
Office Supplies	\$ 509,575	\$ 479,875	\$ 519,654	\$ 466,608	\$ (53,046)	-10.2%
Sub Total of Facilities and Related	\$ 38,403,874	\$ 33,578,372	\$ 36,507,052	\$ 35,934,285	\$ (572,167)	-1.6%

**Rochester City School District
Expense Summary By Category
All Funds**

	2000-2001 Actual	2001 - 2002 Amended Budget 31-Jan-02	2001 - 2002 Estimated Actual 16-Apr-02	2002-2003 Proposed Budget	Budget Change To Estimated Actual \$\$\$	%
Technology						
Technology Update	\$ 378,102	\$ 585,000	\$ 555,672	\$ 1,514,975	\$ 959,303	172.6%
Computer Software	\$ 306,035	\$ 330,180	\$ 232,625	\$ 413,157	\$ 180,532	77.6%
Sub Total of Technology	\$ 684,137	\$ 915,180	\$ 788,297	\$ 1,928,132	\$ 1,139,835	144.6%
All Other Variable Expenses						
Judgments & Claims	\$ 692,396	\$ 685,000	\$ 685,000	\$ 1,978,000	\$ 1,293,000	188.8%
Professional/Technical Services	\$ 9,080,992	\$ 6,241,227	\$ 6,640,349	\$ 7,758,576	\$ 1,118,227	16.8%
Agency Clerical	\$ 3,523,931	\$ 2,902,281	\$ 2,025,311	\$ 2,374,928	\$ 349,617	17.3%
Miscellaneous	\$ 7,994,016	\$ 8,843,693	\$ 9,121,541	\$ 4,367,450	\$ (4,754,091)	-52.1%
Professional Development	\$ 1,976,416	\$ 551,704	\$ 1,094,979	\$ 1,194,648	\$ 99,669	9.1%
Special Education Due Process & Compliance	\$ 302,003	\$ 860,000	\$ 310,000	\$ 910,000	\$ 600,000	193.5%
Sub Total of Other Variable Expenses	\$ 23,569,754	\$ 20,083,905	\$ 19,877,180	\$ 18,583,602	\$ (1,293,578)	-6.5%
Total Non Compensation	\$ 168,261,523	\$ 162,313,951	\$ 162,469,367	\$ 156,335,424	\$ (6,133,943)	-3.8%
Grand Total	\$ 512,471,037	\$ 515,317,203	\$ 515,317,203	\$ 497,399,626	\$ (17,917,577)	-3.5%

Note: Grant Fund Amounts will change as final grant data arrives from grant agencies, for amended, estimated and 2002-03

Rochester City School District

Expense Summary By Division

All Funds

	2000-2001 Actual	2001 - 2002 Amended Budget 31-Jan-02	2001 - 2002 Estimated Actual 16-Apr-02	2002-2003 Proposed Budget	Budget Change To Estimated Actual \$\$\$	%
Legislature (Board of Education)	\$ 240,640	\$ 313,213	\$ 303,213	\$ 406,421	\$ 103,208	34.0%
Elementary School & Early Childhood	\$ 143,258,008	\$ 149,281,251	\$ 148,026,572	\$ 137,294,126	\$ (10,732,446)	-7.3%
Middle Schools	\$ 46,388,610	\$ 47,955,695	\$ 47,751,972	\$ 49,333,945	\$ 1,581,973	3.3%
High Schools	\$ 74,673,629	\$ 73,850,418	\$ 73,164,935	\$ 65,355,567	\$ (7,809,368)	-10.7%
Workforce Preparation	\$ 10,186,802	\$ 11,948,301	\$ 11,959,611	\$ 7,560,403	\$ (4,399,208)	-36.8%
Student Support Services	\$ 12,187,582	\$ 11,671,448	\$ 11,063,644	\$ 14,146,599	\$ 3,082,955	27.9%
District Management	\$ 10,721,877	\$ 9,417,810	\$ 9,016,170	\$ 10,125,630	\$ 1,109,460	12.3%
Academic Support	\$ 15,512,550	\$ 10,836,129	\$ 10,435,428	\$ 12,527,689	\$ 2,092,261	20.0%
Support to Private & Parochial	\$ 1,255,806	\$ 1,275,006	\$ 1,275,006	\$ 998,103	\$ (276,903)	-21.7%
Financial Services	\$ 2,831,025	\$ 2,303,235	\$ 2,258,086	\$ 3,494,527	\$ 1,236,441	54.8%
Central Services	\$ 6,756,199	\$ 9,092,999	\$ 8,545,490	\$ 9,652,607	\$ 1,107,117	13.0%
Transportation	\$ 31,558,322	\$ 29,663,477	\$ 29,686,860	\$ 32,062,372	\$ 2,375,512	8.0%
Facilities	\$ 22,870,547	\$ 19,093,876	\$ 18,409,424	\$ 23,589,013	\$ 5,179,589	28.1%
Minor Maintenance	\$ 433,884	\$ -	\$ -	\$ -	\$ -	0.0%
School Food Services	\$ 10,845,910	\$ 10,174,565	\$ 10,174,565	\$ 9,707,773	\$ (466,792)	-4.6%
Districtwide Non-Program	\$ 16,159,897	\$ 14,717,253	\$ 19,660,675	\$ 2,548,224	\$ (17,112,751)	-87.0%
Debt Service	\$ 33,003,717	\$ 34,804,683	\$ 35,051,060	\$ 21,576,584	\$ (13,474,476)	-38.4%
Employee Benefits	\$ 62,735,706	\$ 64,529,919	\$ 64,374,503	\$ 79,293,120	\$ 14,918,617	23.2%
Charter Schools	\$ 10,850,326	\$ 14,387,925	\$ 14,159,689	\$ 17,726,923	\$ 3,567,234	25.2%
Total	\$ 512,471,037	\$ 515,317,203	\$ 515,317,203	\$ 497,399,626	\$ (17,917,577)	-3.5%

ROCHESTER CITY SCHOOL DISTRICT

Full Time Equivalent (FTE) Position Summary

All Funds

	2001 - 2002		2001-2002		2002 - 2003		Budget Change to
	Amended Budget	Estimated Actual	Estimated Actual	Proposed	Budget	Estimated Actual	
2000-2001 Actual	31-Jan-02	16-Apr-02	16-Apr-02	Budget	Budget	Estimated Actual	
Administrators	281.00	285.10	285.10	203.30			-81.80
Teachers	3,478.63	3,555.90	3,555.90	3,049.67			-506.23
Paraprofessional	711.83	766.40	766.40	815.75			49.35
Civil Service	1,768.10	1,700.69	1,700.69	1,648.49			-52.20
Hourly Teachers	168.45	262.73	262.73	210.08			-52.65
Total Positions by Category	6,408.01	6,570.82	6,570.82	5,927.29			-643.53

Number of Positions by Category

Administrators
 Teachers
 Paraprofessional
 Civil Service
 Hourly Teachers

Total Positions by Category

2002-2003 City School District Tax Requirement for Debt And Capital

	<u>2001-02</u>	<u>2002-03</u>
Cash Capital - General Fund	\$ 12,821,956.00	\$ 10,274,629.00
	<u>\$ -</u>	<u>\$ -</u>
	\$ 12,821,956.00	\$ 10,274,629.00
Debt Service	\$ 33,525,180.00	\$ 21,576,584.00
less		
Early Tech Retire.	\$ 1,989,085.00	\$ 1,899,563.00
RAN	\$ 300,000.00	\$ 1,213,000.00
Hurd	\$ 1,767,581.00	\$ 1,768,013.00
PYA Funding	\$ -	\$ 646,600.00
City Loan	<u>\$ -</u>	<u>\$ 1,207,250.00</u>
	\$ 29,468,514.00	\$ 14,842,158.00
Capital Interest	\$ 1,150,000.00	\$ 575,000.00
Reserve for Debt	<u>\$ -</u>	<u>\$ -</u>
Debt Service Require		
Tax Dollars	\$ 28,318,514.00	\$ 14,267,158.00

Departmental activities and selected subject categories are presented here; for department and bureau references, see Table of Contents.

Department Abbreviations:

Admin.	- Administration
Council/Clerk	- City Council and Clerk
DCD	- Community Development
DES	- Environmental Services
ECD	- Emergency Communications Department
EDD	- Economic Development Department
PRHS	- Parks, Recreation & Human Services

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